



## 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, January 22, 2025**  
**2:30 pm to 4:30 pm**

### VIRTUAL MEETING:

**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	<b>Call to Order, Agenda Review, and Roll Call</b>	<b>Staff</b>
2)	2:35	<b>Chair Elections</b>	<b>Staff</b>
3)	2:40	<b>Public Comments</b>	<b>Chair</b>
4)	2:45	<b>Approve minutes of Joint MPO Board Meeting on December 11, 2024. (Attachment A)</b>  <i>Action: Decision on minutes</i>	<b>Chair</b>
5)	2:50	<b>MPO 101</b> Introductions of MPO staff, what is an MPO, and New Member Orientation.  <i>Action: Information</i>	<b>Staff</b>
6)	3:05	<b>Public Participation Plan, Comments Review (Attachment B)</b> The Joint AAMPO/CAMPO Public Participation Plan is ready for review by the AAMPO TAC and Policy Board. Draft with TAC comment edits will be reviewed publicly during this meeting.  <i>Action: Discussion and Decision</i>	<b>Staff, McGregor</b>
7)	3:20	<b>FY26 Unified Planning Work Program Review (Attachment C)</b> Staff is drafting the FY 2026 UPWP and would like additional workplan guidance from the TAC and Policy Board. Draft has been emailed to members for comment and will be reviewed publicly during this meeting.  <i>Action: Discussion</i>	<b>Staff, McGregor</b>
8)	3:35	<b>Letters of Support (Attachment D1-4)</b> AAMPO staff would like to share with the group Letters of Support submitted for the Oregon Community Paths Program.  <i>Action: Information and Discussion</i>	<b>Staff, McGregor</b>

The meeting location is accessible to persons with disabilities. Sign language, interpreter services or other accommodations can also be provided by contacting Ashlyn Muzechenko at least 48 hours prior to the meeting. Ashlyn can be reached at [amuzechenko@ocwcog.org](mailto:amuzechenko@ocwcog.org).

9)	3:40	<b>AAMPO FY25 In-Kind Match Update</b> Staff discussion of the upcoming fiscal year In-Kind/Match requirements and strategies to meeting them, including new information from ODOT.  <b>Action: Information and Discussion</b>	Staff, McGregor
10)	3:50	<b>Jurisdictional Updates/Other Business</b> <ul style="list-style-type: none"> <li>• Staff Updates – Board member final day</li> <li>• Albany</li> <li>• Benton County</li> <li>• Jefferson</li> <li>• Linn County</li> <li>• Millersburg</li> <li>• Tangent</li> <li>• ODOT</li> </ul>	All
11)	4:30	<b>Adjournment</b> <i>Next Meeting: Wednesday, February 26, 2025.</i>	Chair

### ATTENDANCE (FOR QUORUM PURPOSES)

Board Members	Jurisdiction	Attendance
Walt Perry	City of Jefferson	
Councilor Mike Hickam	City of Millersburg	
<i>Vacant</i>	City of Albany	
Councilor Greg Jones	City of Tangent	
Commissioner Roger Nyquist	Linn County	
Commissioner Pat Malone	Benton County	
Darrin Lane	Citizen Representative	
Christine Hildebrandt	Oregon Department of Transportation	
Alternates	Jurisdiction	Attendance
Councilor David Watkins	City of Jefferson	
Andrew Potts	City of Millersburg	
Chris Cerklewski	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 &  
CORVALLIS AREA METROPOLITAN PLANNING ORGANIZATION  
POLICY BOARD HYBRID MEETING**

**Wednesday, December 11, 2024**

**3:30 – 5:30 pm**

**Via Microsoft Teams Technologies &  
The Corvallis Area Metropolitan Planning Organization Meeting Room**

**DRAFT MINUTES**

<b>Board Members</b>	<b>Jurisdiction</b>	<b>Attendance</b>
Walt Perry	City of Jefferson	No
Councilor Mike Hickam	City of Millersburg	Yes
Councilor Ray Kopczynski	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	No
Christine Hildebrant	Oregon Department of Transportation	Yes
<b>Alternates</b>	<b>Jurisdiction</b>	<b>Attendance</b>
David Watkins	City of Jefferson	No
Janelle Booth	City of Millersburg	No
Chris Cerklewski	City of Albany	No
Joe Samaniego	City of Tangent	No
Daineal Malone	Linn County	No
Gary Stockhoff	Benton County	No
James Feldmann	Oregon Department of Transportation	Yes

<b>Board Members</b>	<b>Jurisdiction</b>	<b>Attendance</b>
Pat Hare	City of Adair Village	No
Councilor Jan Napack	City of Corvallis	Yes
VACANT	City of Philomath	VACANT
Commissioner Pat Malone	Benton County	Yes
Christine Hildebrant	Oregon Department of Transportation	Yes
<b>Alternates</b>	<b>Jurisdiction</b>	<b>Attendance</b>
VACANT	City of Adair Village	VACANT
Greg Gescher	City of Corvallis	Yes
Chris Workman	City of Philomath	No
Gary Stockhoff	Benton County	No
James Feldmann	Oregon Department of Transportation	Yes

**Guests:** David Rabinowitz, Steve Harvey.

**Staff Present:** Planning Manager Matt Lehman, AAMPO Planner Billy McGregor, CAMPO Planner Corum Ketchum, CED Director Jaclyn Disney, and CED Administrative Assistant Ashlyn Muzechenko

<b>TOPIC</b>	<b>DISCUSSION</b>	<b>DECISION / CONCLUSION</b>
1. Call to Order, Agenda Review, and Roll Call/Introductions	<p>AAMPO Chair Jan Ray Kopczynski called the meeting to order at 3:34pm.</p> <p>Staff Billy McGregor conducted roll call for today's Joint AAMPO/CAMPO Policy Board Meeting.</p> <p>Introductions were conducted as members from both AAMPO and CAMPO Policy Boards were present.</p>	<b>The joint AAMPO/CAMPO Policy Board meeting was called to order at 3:34pm by AAMPO Chair Ray Kopczynski.</b>
2. Public Comments	There were no public comments made to the AAMPO/CAMPO Policy Board members in attendance.	<b>There were no public comments.</b>
3. Approve Minutes of November 21, 2024, AAMPO Meeting (Attachment A1)	The AAMPO Board members in attendance moved to approve the AAMPO Board meeting minutes for the November 21, 2024, meeting. The motion was approved via consensus and the minutes were adopted as written.	<b>The AAMPO Board members in attendance moved to approve the AAMPO Board meeting minutes for the November</b>

<p>Approve Minutes of September 11, 2024, CAMPO Meeting (Attachment A2)</p> <p><b>Action:</b> Approval of minutes</p>	<p>The CAMPO Board members in attendance moved to approve the CAMPO Board meeting minutes from the September 11, 2024, meeting. The motion was approved via consensus and the minutes were adopted as written.</p>	<p><b>21, 2024, meeting. The motion was approved via consensus and the minutes were adopted as written.</b></p> <p><b>The CAMPO Board members in attendance moved to approve the CAMPO Board meeting minutes from the September 11, 2024, meeting. The motion was approved via consensus and the minutes were adopted as written.</b></p>
<p>4. New STIP Amendment Guidelines and Process (Attachment B1 and B2)</p> <p><b>ACTION:</b> Decision and Adoption</p>	<p>CAMPO Planner Corum Ketchum shared two documents covering the STIP amendment policy, which is currently being used by both boards to adopt STIP amendments.</p> <p>The state and federal partners have made a request for both MPO's to amend their STIP amendment policy to reflect changes in project costs, the thinking is it will make the percentage changes more accurate to the dollar amounts that are in the STIP this will make managing the smaller projects in the STIP more manageable.</p> <p>Ketchum provided further background on the current policy, and how the new policy would be more effective in moving projects forward with less administrative burden.</p> <p>This list will also be reviewed in January and February to ensure compliance with what other MPO's are doing across the state.</p> <p>James Feldmann noted that aligning the two MPO's approval processes would be the best course of action. The group agreed with this idea.</p> <p>The two MPO boards agreed by consensus to adopt the new STIP amendment guidelines policy. This will mean the same process will be</p>	<p><b>The two MPO boards agreed by consensus to adopt the new STIP amendment guidelines policy. This will mean the same process will be for both AAMPO and CAMPO moving forward.</b></p>

	for both AAMPO and CAMPO moving forward.	
<p>5. Joint Public Participation Plan</p> <p><b>Action:</b> Information</p>	<p>AAMPO Planner Billy McGregor shared an update on the Joint Public Participation plan. These are sub-plans that are required by the Title VI plan. The Joint Public Participation Plan is a sub-plan of the Joint Title VI Plan.</p> <p>The two MPO's just recently updated a joint Title VI plan that has been posted to the MPO websites as well.</p> <p>The joint public participation plan is approximately 70% complete and will be headed to the two TAC's soon as well.</p> <p>The two boards will likely see this plan for adoption in January for AAMPO and February for CAMPO.</p>	
<p>6. STIP Amendments (Attachments C1 and C2)</p> <p><b>Action:</b> Information Only</p>	<p>Ketchum shared background on the CAMPO amendments needing approval for the CAMPO board members in attendance.</p> <p>Acting CAMPO Chair, Jan Napack asked about 2070 and 2088 and if they were new amendments.</p> <p>Ketchum answered that this amendment is adding funding to the new STIP.</p> <p>The CAMPO Policy Board members in attendance approved these STIP amendments by consensus.</p> <p>McGregor shared background on the two STIP amendments for the AAMPO side that are seeking policy board approval.</p> <p>Commissioner Malone inquired who the lead is on these projects and what the MPO's role is.</p> <p>McGregor answered that the city of Albany is the lead and AAMPO is just assisting in this process.</p> <p>The AAMPO Policy Board members in attendance approved their STIP amendments by consensus.</p>	<p><b>The CAMPO Policy Board members in attendance approved these STIP amendments by consensus.</b></p> <p><b>The AAMPO Policy Board members in attendance approved their STIP amendments by consensus.</b></p>

<p>7. UPWP Amended Budget (Attachment D1 and D2)</p> <p><b>Action:</b> Discussion and Decision</p>	<p>McGregor shared the request for the UPWP budget amendment. This amendment will move \$386 from task 500 to task 100 to change it from planning dollars.</p> <p>The AAMPO Policy Board members in attendance approved via consensus.</p> <p>Ketchum shared the request for the UPWP budget amendment. This amendment will close a project out in August, which straddles the MPO fiscal year. When we did the budget for this current year, there was no money assigned to task 5 which was originally paying for that section. Money will be moved from task 2 to task 5.</p> <p>The CAMPO Policy Board members in attendance approved via consensus.</p>	<p><b>The CAMPO Policy Board members in attendance approved the budget change by consensus.</b></p> <p><b>The AAMPO Policy Board members in attendance approved the budget change by consensus.</b></p>
<p>8. MPO Merger Conversation</p> <p><b>Action:</b> Discussion</p>	<p>Planning Manager Matt Lehman shared an update on the MPO Merger conversation.</p> <p>Staff recommends that there is a step taking back from moving forward with the merger due to the financial impact of the merge due to funding changes with state and federal partners.</p> <p>Councilor Kopczynski shared interest in finding more synergies between the two MPO's for more efficiency savings.</p> <p>Ketchum shared a funding table discussing the estimates received from the state and federal partners and how the formula funds will be changing.</p> <p>AAMPO will likely benefit, however Corvallis will be seeing a substantial negative change in funding.</p> <p>The two MPOs would see an estimated 23% decrease in funding by FY26 if they merged.</p> <p>James Feldmann asked for clarification on the differences between losing 5% and 10%.</p> <p>Ketchum answered that ODOT is phasing out the funding the usually is</p>	

	<p>provided to Oregon MPO's. 5% will be taken out during the first fiscal year and 10% will be taken out in the second year.</p> <p>Christine Hildebrandt asked when the funding change would be happening.</p> <p>Ketchum noted that this will be happening over the summer.</p> <p>McGregor noted that formula funding happens during the census which means the next one will happen in 10 years.</p> <p>Feldmann noted that another aspect to investigate is ODOT's cost for reviewing and managing two MPO's.</p> <p>Chair Napack, asked about the funding breakdown on how the money would be assessed by the complexity.</p> <p>Ketchum explained under the merger they are less complex and will be receiving approximately \$40,000 less.</p> <p>Commissioner Malone noted the legislature will meet in February and must wrap up by end of June which will provide insight as to what type of transportation package will be coming out of the legislature on a federal level.</p> <p>Ketchum provided background on how to Dissolve and re-form a joint MPO and the extensiveness of that long process which would take at least a calendar year if not longer to get through that process.</p> <p>Commissioner Malone asked for guidelines for the unknowns if the merger idea was continued.</p> <p>McGregor answered that it would be the same process of forming and MPO which the last time this happened would be when AAMPO was joined.</p>	
<p>9. FY26 UPWP Preliminary Tasks</p> <p>(Attachment E1 and E2)</p>	<p>Ketchum shared for CAMPO, the Board and TAC have likely already seen the draft UPWP. The goal is to have a mostly complete draft by February.</p>	



<p><b>Action:</b> Discussion</p>	<p>In the Halloween TAC meeting, the process was kicked off for the members to review the tasks in the table which were reviewing existing MPO activities and solicitation for new ideas or projects from members.</p> <p>Ketchum provided a summary of the types of tasks and ideas in the current UPWP ideas.</p> <p>David Rabinowitz, member of the public, shared the following comment in the meeting chat: “Speaking of freight, in the discussion of Corvallis south town development the consultant explained that truckers required a minimum width which prevented certain safety options. When asked how often this width would be needed, they replied perhaps once every 2 or 3 years. When a user demands a certain feature, makes sure you ask how often it's needed and take that into account.”</p> <p>Rabinowitz also shared another comment in the meeting chat reading “As a bicyclist who typically rides HWY20 to Albany once a week (most recently last Monday), the biggest issue for me is the need for bicyclists to cross the highway. I hope this is being considered”.</p> <p>The group agreed to investigate grant writing, regional path work, and Bike month work, and safety themes.</p> <p>Feldmann shared insight on a project ODOT is working on with the county regarding a bike bridge working over the county and to Adair Village.</p> <p>Napack shared Corvallis is big on Bikes and Safety, so the safe streets for all would be in important topic. One idea would be for the MPO’s to help raise the profile of bike riding, one example would be riding your bike to workday and allowing for OSU students to have bike lights on their bikes both on the front and the back.</p> <p>Feldmann shared an idea to do a second open streets in a year. But noted this may be too extensive of a task for the MPO to take on.</p> <p>Commissioner Malone inquired about the MPO’s ability to keep track of the charger projects that are on the books and see how they could fit together. Possibly through a mapping exercise with identifying gap</p>	
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	<p>areas throughout the two MPO regions.</p> <p>Both MPO planners noted that this could be a great task 300 or 500 joint MPO project that they could work together on as it is a regionally significant project that is helpful to the communities.</p> <p>McGregor shared for AAMPO, the goal is to wrap up some of the 200 level projects and replacing them with newer ideas. Along with removing task 300 research projects in considerations for the proposed budget cuts coming up over the next few fiscal years.</p>	
<p>10. AAMPO Task 240: Regional Count Feasibility</p> <p><b>Action:</b> Information and Discussion</p>	<p>McGregor shared AAMPO began a project under a regional BIKE/PED count feasibility program. There is potential target areas identified, however the AAMPO MPO is still working on standing up this program.</p> <p>Ketchum shared that on the staff side, CAMPO uses the bike count data for applying to grants, and many interested parties are engaged in seeing the counts on their jurisdictions as well.</p> <p>Commissioner Malone noted that the equipment could be shared between two MPOs.</p> <p>Feldmann added that ideally having two permanent counters would be a good idea too.</p> <p>McGregor asked about average dollar amount that the bike count yields because of the efforts.</p> <p>Ketchum noted it's a substantial amount as the carbon reduction program helped achieve the grants for that which came in as \$1.5 million.</p> <p>Commissioner Malone noted he would be interested in identifying areas in the Albany region where these counts could take place to do before and after project counts.</p> <p>Rabinowitz shared a comment in the meeting chat stating "David Hurwitz, at Oregon State, teaches traffic engineering classes where he assigns traffic count projects to his students. He might be worth contacting about working with CAMPO or other government agencies".</p>	

	<p>McGregor noted that within the AAMPO region there are planned bike/ped expansion projects. However, he is unsure when these improvements are starting to take place.</p>	
<p>11. Other Business:</p> <ul style="list-style-type: none"> <li>• ODOT Project Updates</li> <li>• Member Discussion</li> <li>• Jurisdictional updates</li> <li>• Staff Updates</li> </ul>	<p>McGregor shared for the AAMPO side; staff are working on putting together details for the task 500 money.</p> <p>This money could be used to do an Old Salem scoping study which would be similar to the Philomath Boulevard study that CAMPO did.</p> <p>Feldmann shared that the Corvallis to Albany path's project will be selecting a consultant this month. There will be a bike ped bridge putting over HWY 99, and a consultant was previously selected and ODOT is now in negotiations with the consultant to continue onto 30% design.</p> <p>Commissioner Malone noted that Adair Village will need to be a part of the planning process for the community Paths.</p> <p>Christine Hildebrant provided updates on the construction projects happening in the AAMPO and CAMPO region. For the ODOT budget, they received a promising budget which would be \$1.75 billion budget for ODOT's maintenance and operations. If this does not go through, there will be a 1.87% cut in positions. In this district they are already cut 12% for the positions.</p> <p>Hildebrant noted that ODOT has 1 sweeper for three counties and are looking for different opportunities to partner with member agencies as well.</p> <p>Chair Ray Kopczynski shared that this will be his last meeting with the AAMPO Policy Board, and he has enjoyed the time spent working with the boards.</p> <p>Commissioner Malone shared the overpass over the railroad is out of the county's scale project as it costs \$15-20 million to redo the price keeps going up. There have been asks to congress for help on it, but there hasn't been much interest received there. The dollar amounts it the biggest obstacle with this project. On the good news side, the</p>	

	roundabout on 53 <sup>rd</sup> to Country Club is on the books for the next dry season.	
12. Adjournment	<p>The next AAMPO Policy Board Meeting will be in 2025!</p> <p>The next CAMPO Policy Board Meeting will be in 2025!</p> <p>The next joint policy board meeting date is still being determined.</p>	<b>The Joint Policy Board meeting was adjourned at 5:15 pm by the AAMPO Chair, Ray Kopczynski.</b>

# Joint Public Participation Plan

Adopted

January XX<sup>th</sup>, 2025

and

February XX<sup>th</sup>, 2025

**Albany Area Metropolitan Planning  
Organization**

**Corvallis Area Metropolitan Planning  
Organization**

Compliance with Federal Requirements under 49 CFR Part  
21 and 23 CFR Part 200



## **Adopting Resolution**

Add here

## Albany Area Metropolitan Planning Organization Membership

### Policy Board

Pat Malone	Benton County
Ray Kopczynski	City of Albany
Christine Hiledbrant	ODOT
Walt Perry	City of Jefferson
Darrin Lane	Citizen Representative
Mike Hickam	City of Millersburg
Roger Nyquist	Linn County
Greg Jones	City of Tangent

### Technical Advisory Committee (TAC)

Chris Cerklewski	City of Albany
Janelle Booth	City of Millersburg
Joe Samaniego	City of Tangent
James Feldmann	ODOT
Daineal Malone	Linn County
David Watkins	City of Jefferson
Gary Stockhoff	Benton County

### TAC Ex-Officio Members

Jasmine Harris	FHWA, Transportation Planner
Ashley Bryers	FHWA, AAMPO/CAMPO Rep
Mary Camarata	DEQ, Regional Solutions Team Coordinator
Danielle Casey	FTA, MPO/Planning Specialist

### Staff

Matthew Lehman, Transportation Manager  
 Billy McGregor, Transportation Planner  
 Emma Chavez, Executive Administrative Assistant

Oregon Cascades West Council of Governments  
 Community and Economic Development Department  
 541-924-8480  
 1400 Queen Ave SE, Suite 205, Albany, OR 97322

## Corvallis Area Metropolitan Planning Organization Membership

### Policy Board

Pat Hare	City of Adair Village
Jan Napack	City of Corvallis
Vacant	City of Philomath
Pat Malone	Benton County

Christine Hiledbrant	ODOT
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### Technical Advisory Committee (TAC)

Chris Workman	City of Philomath
Gary Stockhoff	Benton County
Rory Rowan	City of Corvallis
James Feldman	ODOT
Pat Hare	City of Adair Village
Rebecca Houghtaling	Oregon State University
Barry Hoffman	Albany Transit/ Linn-Benton Loop

### TAC Ex-Officio Members

Jasmine Harris	FHWA, Transportation Planner
Ashley Bryers	FHWA, AAMPO/CAMPO Rep
Danielle Casey	FTA, Transportation Program Specialist
Mary Camarata	DEQ, Regional Solutions Team Coordinator
Patrick Wingard	DLCD, Regional Representative
Mark Bernard	ODOT, Region 2 Principal Planner
Jennifer Boardman	ODOT, Regional Transit Coordinator

### Staff

Matthew Lehman, Transportation Manager  
 Corum Ketchum, Transportation Planner  
 Emma Chavez, Executive Administrative Assistant

## Chapter 1: Introduction

### What is an MPO?

A Metropolitan Planning Organization (MPO) is an organization of local governments designated per 23 USC and 23 CFR 450 to provide transportation planning and programming in areas with a collective population of 50,000 or over, termed as an Urbanized Area. As a condition for receiving federal transportation dollars, MPOs must have a *continuing, cooperative* and *comprehensive* transportation planning process in cooperation with their state Department of Transportation.

In accordance with federal regulations, the functions and responsibilities of MPOs 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). MPOs must also demonstrate compliance with Title VI and other nondiscrimination requirements.

### What is the Albany Area Metropolitan Planning Organization (AAMPO)?

The Albany Area Metropolitan Planning Organization (AAMPO) serves as the metropolitan planning organization for the Albany Urbanized Area, as designated by the Governor of Oregon on February 6th 2013. As designated, the AAMPO Planning Area covers the Albany Urbanized Area, which is composed of the cities of Albany, Jefferson, Millersburg, and Tangent as well as adjacent parts of Linn and Benton Counties. AAMPO is governed by an eight-member Policy Board consisting of elected representatives from each city or county, as well as a staff person from ODOT. The Oregon Cascades West Council of Governments (OCWCOG), under a contract with the AAMPO Policy Board, provides administrative services and staffing to AAMPO.

### What is the Corvallis Area Metropolitan Planning Organization (CAMPO)?

The Corvallis Area Metropolitan Planning Organization (CAMPO) serves as the metropolitan planning organization for the Corvallis Urbanized Area, as designated by the Oregon Governor in December 2002. CAMPO is comprised of the Cities of Adair Village, Corvallis, Philomath, parts of Benton County, and the Oregon Department of Transportation (ODOT). CAMPO is governed by a five-member Policy Board consisting of elected representatives from each city or county, as well as a staff person from ODOT. The Oregon Cascades West Council of Governments (OCWCOG), under a contract with the CAMPO Policy Board, provides administrative services and staffing to CAMPO.

### What is the Purpose of the Public Participation Plan?

The purpose of this document is to outline the policies and procedures adopted by the AAMPO and CAMPO Policy Boards for involving the general public in the MPO's transportation decision-making processes. The PPP describes methods, strategies, and desired outcomes for public participation, addressing outreach to a broad audience of interested parties. The PPP includes specific requirements for both **Ongoing Activities** (e.g. monthly meetings of the Policy Board and Technical Advisory Committee) and **Plan and Program Updates** (e.g. development or update of Regional Transportation Plan and Transportation Improvement Program). Plan and program updates require the development of a specific public involvement program prior to the commencement of the activity.

Active public involvement is a key component of an MPO's *continuing, cooperative* and *comprehensive* planning effort and an integral part of transportation planning and programming



activities. Public participation in the transportation planning process allows the public the opportunity to voice concerns and offer suggestions about transportation-related issues, while also helping to educate the public about the technical aspects of transportation planning. Through public participation, transportation professionals and decision-makers are afforded the opportunity to see sides of an issue that may be missed when considering a project. Meaningful dialog among technical professionals, local decision makers, and general stakeholders is key to achieving consensus, which is desired before moving a project forward.

Additional benefits of public participation include:

- Identifying issues and concerns that matter most to residents and other stakeholders
- Promoting accountability
- Developing a sense of community and ownership
- Fostering trust in the decision-making process and with decision-makers
- Ensuring that CAMPO meets MPO equity goals
- Encouraging cooperation and compromise
- Preventing and/or mitigating future conflict

## Federal and State Requirements for Public Participation

The Intermodal Surface Transportation Efficiency Act (ISTEA) of 1991 mandated that “MPOs develop and utilize a proactive public involvement process that provides complete information, timely public notice, full public access to key decisions, and supports early and continuing involvement of the public in developing RTPs and TIPs.” In 2005, the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU) expanded these provisions to require “extensive stakeholder participation above and beyond public involvement.” This included the requirement for MPOs to develop a formal Public Participation Plan. The passage of Moving Ahead for Progress in the 21st Century (MAP-21) in 2012 reaffirmed these federal directives for public participation.

In addition to federal requirements, the State of Oregon requires public involvement in the planning process. Oregon Statewide Planning Goal 1 is Citizen Involvement. Goal 1 requires regional agencies to use existing local citizen involvement programs established by counties and cities. Further, the Oregon Public Meetings Law requires that: all meetings of governing bodies covered by the law (which include the Policy Board and Technical Advisory Committee) are open to the public; that the public be given notice of the time and place of the meetings; that meetings be accessible to everyone, including people with disabilities; and that minutes be made available to the public within a reasonable time that indicate the substance of the deliberations, decisions, and reference any information upon which such decisions are made. The public will be provided reasonable time during all public meetings to provide input, feedback and/or recommendations.

Because the PPP will ultimately drive all future public involvement activities of the MPO, it is important to conduct concerted outreach in the development of this plan. Outreach activities completed during the development of the PPP document include:

- 45-Day public comment period, with public notice on website, in local newspaper and in three paid advertisements
- Provision of draft plan to member jurisdictions with request to make copies available to the public at their offices
- Provision of hard-copy draft plan at Albany Public Library and Oregon Cascades West Council of Governments office
- Direct outreach to organizations representing stakeholder populations, including: minority groups, seniors, persons with disabilities, bike and pedestrian advocates, and transit users. Local economic development entities and neighborhood associations were also contacted.
- Presentation of draft plan for review and comment by the AAMPO member jurisdictions as represented on AAMPO Policy Board and AAMPO Technical Advisory Committee. These meetings were open to the public and advertised in in local newspaper, on the MPO website and listed on published agenda. All AAMPO meetings are accessible to those with disabilities.

## Plan Development

Staff began the process of developing this Plan by reviewing the existing AAMPO and CAMPO Public Participation Plans and identifying elements suitable for inclusion moving forward. Much of the work done to develop this Plan grew out of the decision to increase MPO collaboration. In developing this Plan, staff reviewed best practices literature on public involvement; Public Participation Plans adopted by other MPOs in Oregon; and State and Federal requirements

related to public participation. Because the PPP will ultimately drive all future public involvement activities for both the Albany and Corvallis MPOs, staff conducted outreach during this process and made the Plan available for a 45-day public comment period prior to final adoption.

Additional details on public involvement related to the development of this Plan can be found in Chapter 5.

### What is in this Document?

- The remainder of this plan is broken into chapters that address the requirements of a Public Participation Plan:
- **Chapter 2: MPO Overview** - Overview of MPO's role and responsibilities, governance, and membership. Outlines MPO's goals and objectives for public involvement.
- **Chapter 3: Public Participation Process** - Provides details on MPO's public participation.
- **Chapter 4: Inclusion of Interested Parties** - Focuses on engagement activities related to specific communities and organizations in the MPO planning area.
- **Chapter 5: Outreach Activities and Evaluation** - Successful evaluation of the MPO Public Participation Plan requires tracking outreach activities. This chapter outlines potential public involvement tools as well as tracking efforts and evaluation criteria.
- **Appendices:**
  - *Appendix A: Transportation Acronyms*
  - *Appendix B: Transportation Glossary*
  - *Appendix C: Public Involvement Procedures for CAMPO Plans and Programs*
  - *Appendix D: Spectrum of Public Participation*

## Chapter 2: MPO Overview

### MPO Roles and Responsibilities

Per USC 23, 123 & 450, a Metropolitan Planning Organization (MPO), must provide transportation planning and programming in *Urbanized Areas* (areas with a collective population of 50,000 or more.) MPOs facilitate *continuing*, *cooperative* and *comprehensive* transportation planning processes in partnership with their state Department of Transportation.

The Albany and Corvallis Area Metropolitan Planning Organizations are governed by a Policy Board which is advised by a Technical Advisory Committee (TAC). The TAC is made up of professional staff and reviews technical material and provides recommendations to the Policy Board. The representatives of relevant federal and other state agencies have ex-officio status on the TAC. The Oregon Cascades West Council of Governments (OCWCOG), under a contract with the Policy Board, provides staffing including fiscal and administrative support to the MPOs.

One of the central requirements for MPOs is an inclusive decision-making process including development and implementation of a proactive public involvement process that provides complete information, timely public notice, full public access to key decisions, and supports early and continuing public involvement in developing the Regional Transportation Plan (RTP), Transportation Improvement Program (TIP), and other key documents. To ensure an all-inclusive decision-making process occurs, MPOs are required to utilize Public Participation Plans (PPPs) that are developed in consultation with an expanded list of interested parties. Once adopted, the PPP will direct the MPO's public outreach activities during future planning and programming activities.

### Role of Policy Board

The Policy Board is the governing board for the MPO. The Policy Board is responsible for all actions, agreements, and functions to be carried out by the MPO, including the management, supervision, policy and direction of all programs, functions and activities established and operated under the MPO. The MPO has policy and administrative responsibilities related to federal and state transportation laws and regulations including the development of the following:

- Annual Unified Work Program (UPWP) and budget
- Regional Transportation Plan (RTP) - a long-range plan updated at least every five years
- Transportation Improvement Program (TIP) - a short-range program of transportation improvement projects, updated at least every two years
- Title VI / Non-discrimination Plan and related Civil Rights compliance review
- Public Participation Plan (PPP)

All Policy Board meetings are open to the public. All meetings are documented in minutes, with minutes and agendas distributed via e-mail to the MPO's interested party list. Minutes and agendas are also posted to each MPO websites; AAMPO at <http://www.ocwcog.org/aampo>, CAMPO at <https://corvallisareampo.org/>.

### Role of Technical Advisory Committee (TAC)

Members of the Technical Advisory Committee (TAC) are appointed by the Policy Board. TAC responsibilities are to:

- Conduct technical reviews and analysis

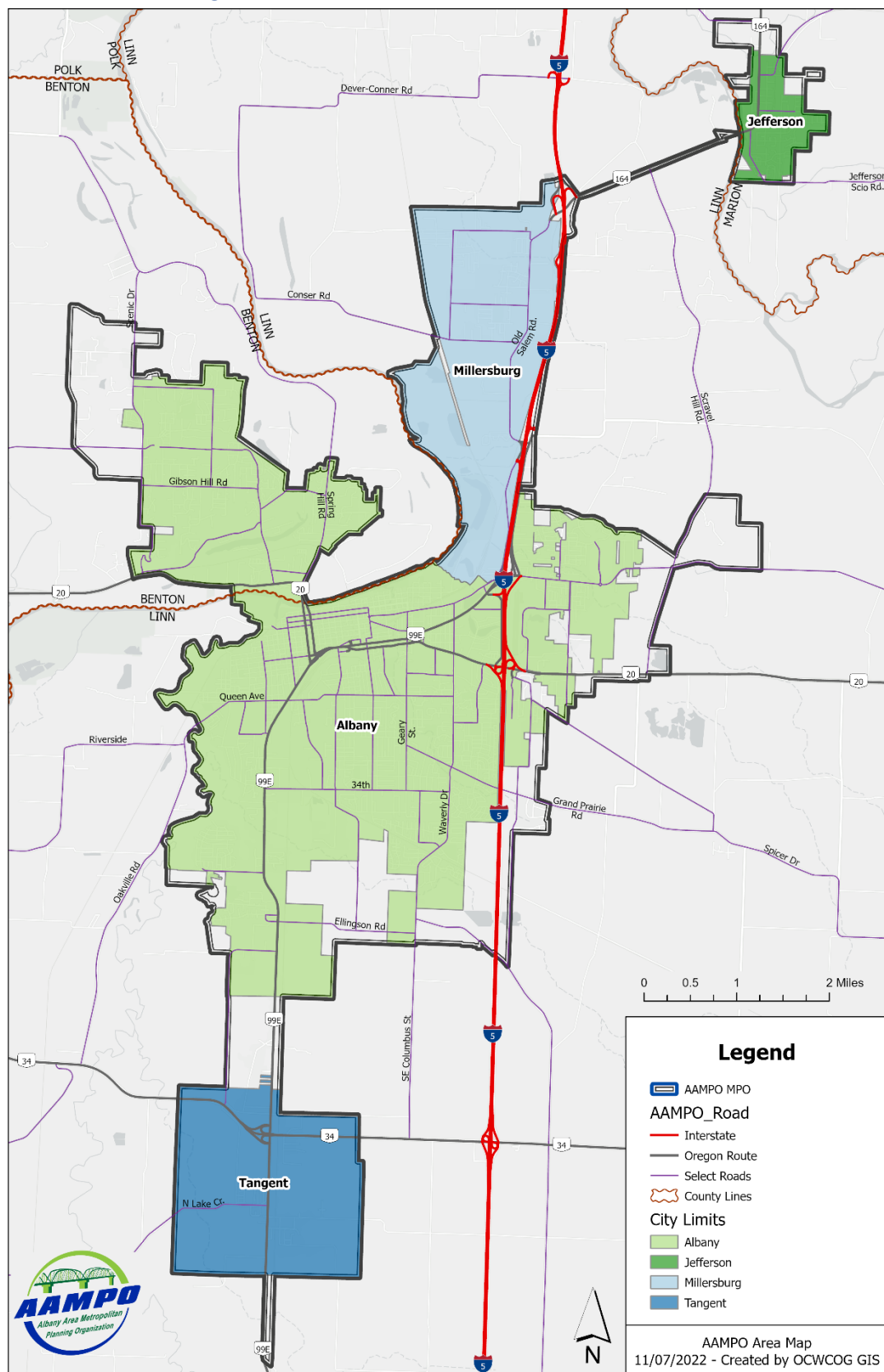
## Chapter 2: MPO Overview

- Recommend the creation of special committees
- Review, evaluate and recommend adoption of MPO policies and plans
- Serve as technical resources for the Policy Board

All TAC meetings are open to the public. All meetings are documented in minutes, with minutes and agendas distributed via and e-mail to the TAC members, and TAC-interested parties.

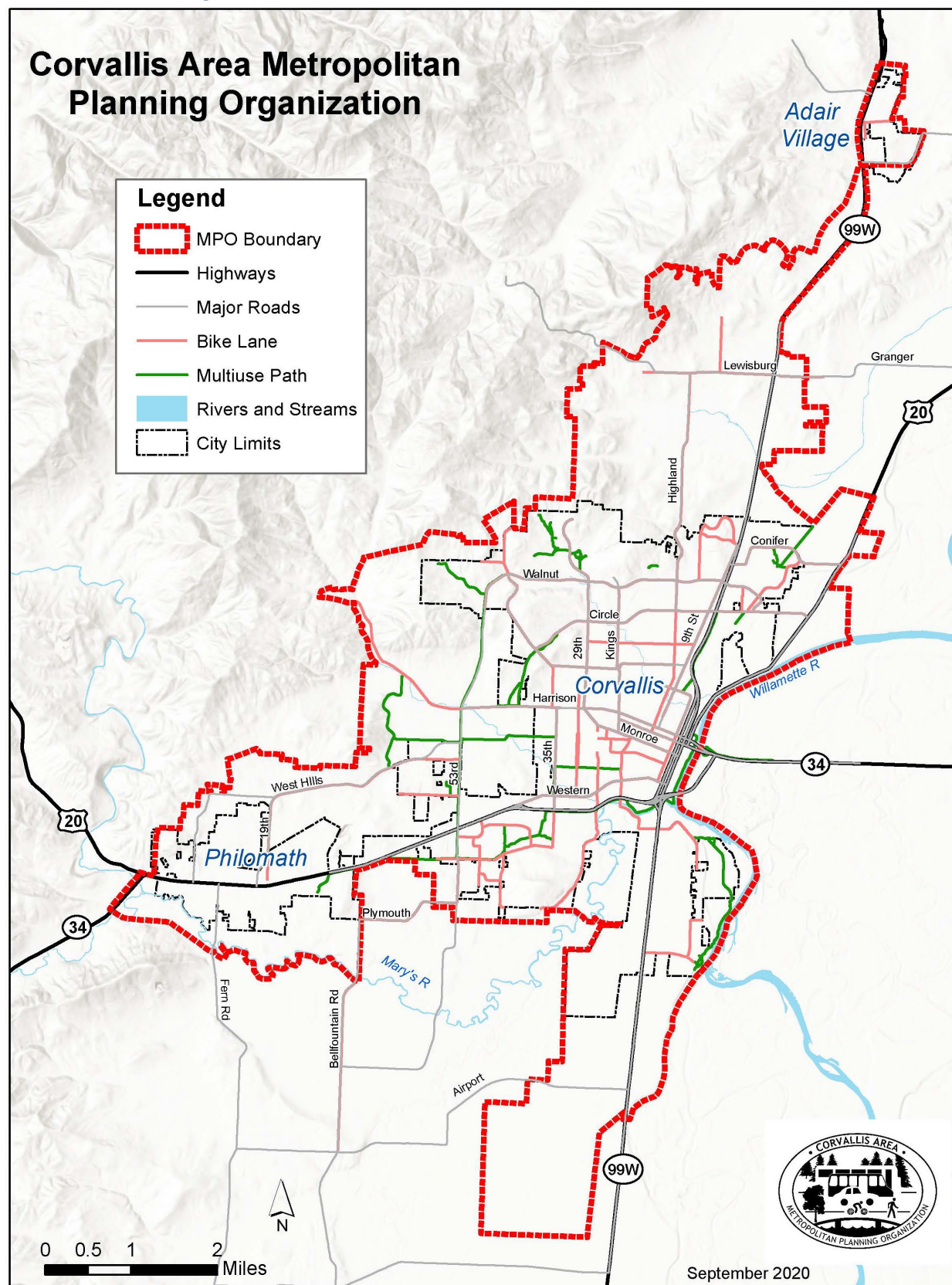
Minutes and agendas are also posted to the MPO websites; AAMPO at <http://www.ocwcog.org/aampo>, CAMPO at <https://corvallisareampo.org/>.

## AAMPO Planning Area





## CAMPO Planning Area

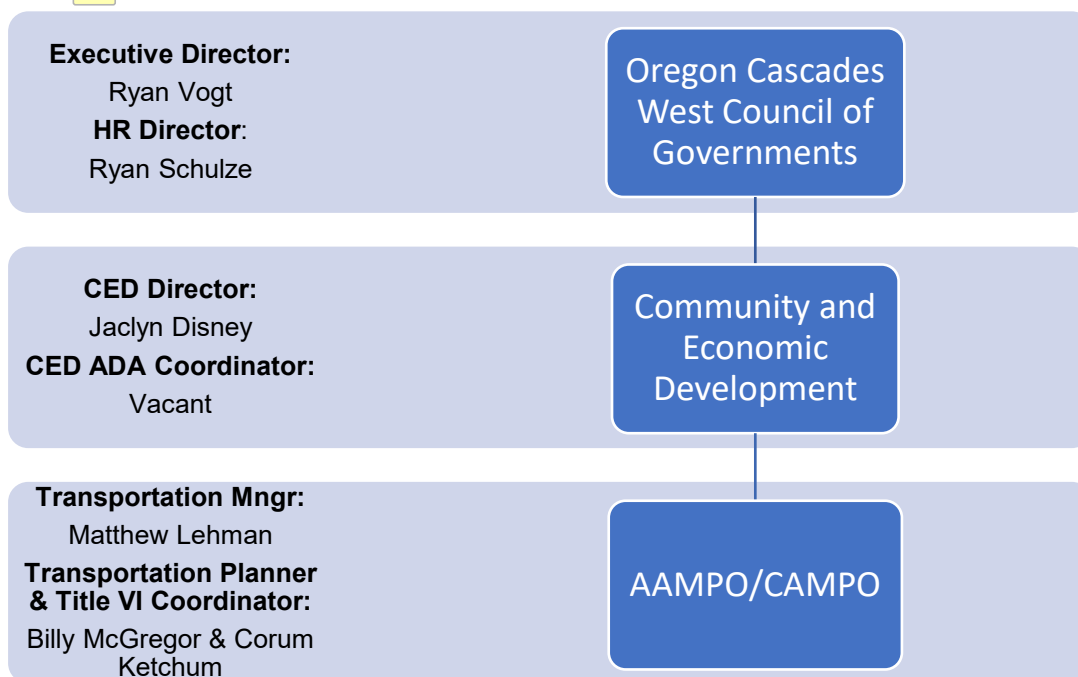


## Organization and Governance

AAMPO is governed by an eight-member Policy Board consisting of elected representatives from the cities of Albany, Jefferson, Millersburg, and Tangent; Linn and Benton Counties; and a staff person from the Oregon Department of Transportation (ODOT). AAMPO's staffing -- including administrative, bookkeeping, and computer services-- are performed by the Oregon Cascades West Council of Governments (OCWCOG) under a contract with the Policy Board. OCWCOG staff dedicated to AAMPO activities are located in the Community and Economic Development Department (CED). AAMPO is governed independently of OCWCOG through the Policy Board.

CAMPO is governed by a five-member Policy Board consisting of elected representatives from the cities of Adair Village, Corvallis, Philomath, and Benton County, as well as a staff person from ODOT. CAMPO's staffing --including administrative, bookkeeping, and computer services-- are performed by the OCWCOG under a contract with the Policy Board. OCWCOG staff dedicated to CAMPO activities are located in CED. CAMPO is governed independently of OCWCOG through the Policy Board.

**Figure 1: Organization Chart**





## **Chapter 3: Public Participation Process**

Both MPOs strive for an all-inclusive public process consistent with the provisions of Federal Highway Administration (FHWA) Title 23 Code of Federal Regulations Part 450 (23 CFR 450) and Federal Transit Administration (FTA) 49 CFR 613 as retained and amended by SAFETEA-LU and MAP-21. Both will, at a minimum, take the following actions to “ensure early and continuing involvement of the public in developing plans and TIPs”, in accordance with 23 CFR 450 and 49 CFR 613.

### **Coordination & Consultation**

- Consult with agencies and officials responsible for other planning activities within the planning area that will be affected by transportation in the development of MPO plans and programs, such as the Regional Transportation Plan (RTP) and Transportation Improvement Program (TIP). This includes Tribal governments and Federal land management agencies, as applicable.
- Develop coordination protocols between both MPOs, the Cascades West Area Commission on Transportation and the Mid-Willamette Valley Area Commission on Transportation
- Coordinate with statewide transportation agencies on their public involvement and consultation processes

### **Accessibility & Information**

- Hold public meetings at convenient and accessible locations and times
- Hold virtual (on-line) public meetings in accessible formats and at accessible times. Facilitate meetings such that they replicate, as best possible, interactions and learning that takes place at in-person meetings
- Make public information available in electronically accessible format, this can include video recordings and documents
- Provide reasonable public access to technical and policy information used in the development of plans and programs
- Employ visualization techniques to describe RTPs and TIPs

### **Timeliness**

- Provide timely information about transportation issues and processes to all stakeholders, including affected public agencies, private providers of transportation, and other interested parties and segments of the community affected by transportation plans, programs, and projects
- Provide adequate public notice of public involvement activities and time for public review and comment

### **Public Comment**

- Demonstrate explicit consideration and response to public input received during the development of the RTP and TIP
- Provide an additional opportunity for public comment if the final RTP or TIP differs significantly from the version that was initially made available for comment
- Make available a report or summary on the disposition of significant written or oral comments received on draft plans and programs. If appropriate this may be included as part of the final plan or program

### Social (includes Environmental) Justice

- Seek out and consider the needs of those traditionally underserved by existing transportation systems, including low-income and minority households, persons with disabilities, and the senior population
- Implement the MPO's Title VI / Nondiscrimination Plan, review the Plan annually

### Evaluation

- At a minimum of every five years, fully review the effectiveness of the Public Participation Plan to ensure a full and open participation process. An abbreviated document review will be conducted annually

### Virtual Public Engagement

In addition to the actions listed above, the MPOs are also committed to expanding public participation opportunities through virtual public engagement. Virtual public engagement is a toolset for expanding public engagement efforts beyond traditional outlets. Virtual public engagement includes virtual (on-line) open houses, outreach through social media, video recordings, ArcGIS StoryMaps, and other tools that can be engaged with on-line.

Virtual public engagement is not new; however, the novel Coronavirus (COVID-19) pandemic has further underlined the valuable role virtual public engagement can play in gathering public input. Both MPOs intend to continue using virtual public engagement in the future, pairing virtual public engagement with more traditional in-person engagement methods. A mixed strategy approach to public engagement allows more community members to participate in the planning process.

## Chapter 4: Inclusion of Interested Parties

CFR 24 U.S.C. 134 defines interested parties as follows: citizens, affected public agencies, representatives of public transportation employees, freight shippers, providers of freight transportation services, private providers of transportation, representatives of users of public transportation, representatives of users of pedestrian walkways and bicycle transportation facilities, representatives of the disabled and other interested parties.

Contact lists of “interested parties” are maintained for each MPO Policy Board and Technical Advisory Committee. Anyone interested in being added to the interested party list of any of the MPO committees may do so by contacting MPO staff.

In addition to members of the general public who provide valuable input, the MPO’s have identified the following stakeholder groups as important participants in the public participation process for MPO plans and programs.

### Minority and Low Income Populations

Environmental Justice Considerations and Title VI of the 1964 Civil Rights Act (42 U.S.C. 2000d-1) states that “No person in the United States shall, on the ground 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.” Title VI bars intentional discrimination as well as disparate impact discrimination (i.e., a neutral policy or practice that has a disparate impact on protected groups).

The federal Executive Orders pertaining to Environmental Justice (EJ) further amplify Title VI by providing that “each Federal agency shall make achieving environmental justice part of its mission by identifying and addressing, as appropriate, disproportionately high and adverse human health or environmental effects of its programs, policies, and activities on minority populations and low-income populations.”

To ensure full compliance with Title VI and the Environmental Justice Order, both MPOs maintain a Joint Title VI Nondiscrimination Plan, outlining actions the MPO takes to engage minority and low-income populations in transportation decision making. The Joint Title VI Nondiscrimination Plan is directly related to public participation and is considered a key part of the MPO’s overall public involvement framework.

### Seniors and Persons with Disabilities

The needs of seniors and individuals with disabilities are important factors when planning and building a transportation system. For planning purposes, the MPO defines a “senior” as: a person 60 years of age or older (persons eligible for Albany Transit Call-A Ride transportation services and eligible for Senior/Disabled fare). The ADA defines a person with a disability as a person who has a physical or mental impairment that substantially limits one or more major life activity. Organizations or individuals representing these populations can be included on MPO contact lists, and may be represented on MPO committees.

### Transportation Providers

These stakeholders include public and private agencies representing transit (fixed-route, shared-ride, paratransit, intracity) and freight (rail, truck, air,) interests. Organizations representing these interests may be included on MPO contact lists and represented on MPO committees.

### Federal, State, Regional & Local Government Agencies

In order to comply with Federal and State regulations and to be consistent with the planning processes of State and local entities, MPO staff regularly consult with the Oregon Department of Transportation (ODOT) and the Federal Highway Administration (FHWA) through reviews and committee meetings, and by e-mail and phone as work products are drafted and reviewed. In addition there may be one or more ex-officio (non-voting) members from FHWA and Federal Transit Administration (FTA) on the Technical Advisory Committee.

Other agencies involved in the process, but not necessarily on a regular basis, include business and freight representatives.

Regional and local municipal agencies are represented on both MPO Policy Boards and MPO subcommittees.

### Stakeholder/Special Interest Groups

These groups offer differing opinions on the need for and scope of transportation services and facilities in the region. These groups that may be invited into the process include, but are not limited to:

- Local neighborhood and environmental organizations
- Chambers of Commerce
- Albany-Millersburg Economic Development Corporation (AMEDC)
- Corvallis-Benton County Economic Development Office
- School districts
- City of Corvallis Bicycle and Pedestrian Advisory Board
- Other Bicycle and pedestrian advocates
- Corvallis Sustainability Coalition –Transportation Action Team
- Transit Dependent Persons
- Persons experiencing homelessness
- Oregon State University students, faculty, staff and other interested parties
- Representatives of freight interests

## Chapter 5: Outreach Activities and Tools

Both MPOs use a variety of methods to inform and engage the public during the planning, update, and amendment of plans and programs. The type of engagement tool used and the degree to which the public are encouraged to be involved depends on the planning activity that is taking place.

Successful evaluation of the effectiveness of the public participation plan requires tracking outreach activities and establishing initial baseline measurements. Reasonable effort will be made to regularly evaluate the MPO's efforts to engage the public. Potential public involvement tools and related tracking or evaluation criteria are listed in the table below.

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*The novel coronavirus (COVID-19) pandemic greatly limited in-person engagement activities. The MPOs adjusted by **increasing focus on virtual engagement tools**, such as webinars, online mapping, and additional social media posts. Both MPOs intend to continue virtual engagement post COVID-19 in recognition that a **combination of virtual and in-person engagement allows for the most participation.***

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### Public Involvement Tools and Use

Public Involvement Tool	When is Tool Used?	MPO's Approach
Email Announcements, Master Contact Database/ Email List	<ul style="list-style-type: none"> <li>TAC meeting announcements</li> <li>Policy Board meeting announcements</li> <li>Updates and announcements about MPO Plans and Programs (e.g. RTP, TIP, UPWP, etc.)</li> </ul>	<ul style="list-style-type: none"> <li>Increase e-mail list by advertising the availability of e-mail announcements using (Sign up for email via MPO Website)</li> <li>Make corrections when e-mails are returned</li> </ul>
Website/ Social Media	<ul style="list-style-type: none"> <li>TAC meeting announcements</li> <li>Policy Board meeting announcements</li> <li>Updates and announcements about MPO Plans and Programs (e.g. RTP, TIP, UPWP, etc.)</li> <li>Public notice for TIP amendments</li> <li>General MPO updates</li> </ul>	<ul style="list-style-type: none"> <li>Include website address on all organization products</li> <li>Link website to partner organizations</li> <li>Utilize social media outlets available through OCWCOG or member organizations including paid ads as appropriate</li> </ul>
Public Service Announcements (PSA)	<ul style="list-style-type: none"> <li>This tool is used to provide information on meetings, planning documents, and pending transportation policy decisions when appropriate</li> </ul>	<ul style="list-style-type: none"> <li>Request PSAs be run by local radio, TV, print and other media outlets</li> </ul>
Newspaper Advertisements and Legal Advertisements	<ul style="list-style-type: none"> <li>Updates and announcements about MPO Plans and Programs (e.g. RTP, TIP, UPWP, etc.)</li> <li>Public notice for TIP amendments</li> <li>Meeting announcements when major decisions will be considered by the TAC or Policy Board</li> </ul>	<ul style="list-style-type: none"> <li>Place publication in prominent location of paper if possible</li> <li>Post notice in publications that reach underserved populations</li> </ul>

## Chapter 5: Outreach Activities and Tools

Press Releases	<ul style="list-style-type: none"> <li>This tool is used to provide information on meetings, planning documents, and pending transportation policy decisions when appropriate</li> </ul>	<ul style="list-style-type: none"> <li>Maintain a current media contact list</li> <li>Utilize press releases to encourage media coverage</li> </ul>
Direct Mailings	<ul style="list-style-type: none"> <li>This tool is used to provide information on meetings, planning documents, and pending transportation policy decisions when appropriate</li> </ul>	<ul style="list-style-type: none"> <li>Adjust mailing list to more accurately target affected areas</li> <li>Use the most up-to-date information to maintain the mailing list</li> </ul>
Flyers/Posters	<ul style="list-style-type: none"> <li>This tool is used to provide information on meetings, planning documents, and pending transportation policy decisions when appropriate</li> </ul>	<ul style="list-style-type: none"> <li>Increase distribution to common areas where posters will be more visible to the general public</li> </ul>
Open Houses/ Public Workshops, Speakers Bureau/ Small Group Meetings	<ul style="list-style-type: none"> <li>This tool is used to provide information on updates to plans and programs as well as pending transportation policy decisions</li> </ul>	<ul style="list-style-type: none"> <li>The presentation should provide specific information introducing and outlining the project or program</li> <li>MPO staff should utilize this tool when launching major project or program updates or when public input is needed</li> <li>MPO staff and any consulting staff should be available in a timely manner to make presentations about MPO activities when requested</li> </ul>
MPO staff attending and providing updates to partner agencies and stakeholder during their regularly scheduled meetings	<ul style="list-style-type: none"> <li>This tool is used to update partner agencies and stakeholders on MPO activities during their regularly scheduled meeting time</li> </ul>	<ul style="list-style-type: none"> <li>MPO staff should utilize this tool to provide informal updates on MPO activities</li> <li>When appropriate, this outreach tool may include formal presentations on MPO projects and programs</li> </ul>
Planning Document Distribution	<ul style="list-style-type: none"> <li>This tool is used to garner input on updates to MPO Plans and Programs (e.g. RTP, TIP, UPWP, etc.)</li> </ul>	<ul style="list-style-type: none"> <li>Build distribution list to include key partners including member cities, Benton County, and local school districts</li> <li>Build distribution list to include county and city government buildings, libraries and websites</li> </ul>
Comment Forms	<ul style="list-style-type: none"> <li>This tool is used to garner input on a broad range of MPO plans and activities</li> </ul>	<ul style="list-style-type: none"> <li>Encourage responses by explaining the importance of receiving comments</li> </ul>
Graphics/ Visualization	<ul style="list-style-type: none"> <li>Used to provide information on MPO plans, programs and pending transportation policy decisions</li> <li>Policy Board and TAC meetings</li> </ul>	<ul style="list-style-type: none"> <li>Include graphics and visualization techniques online and during public meetings and hearings</li> </ul>

### Public Participation Plan

During the development of the first PPP, a 45-day public comment period will be provided and Interested Parties will be contacted for input. The public participation process outlined in the PPP will be evaluated and amended periodically. An amendment to the PPP may also occur if a federal or state regulation regarding public participation or environmental justice has been created or modified. In all cases, the public will be invited to provide comment. Public participation is encouraged throughout the update process at MPO Policy Board and Technical Advisory Committee meetings.

### Title VI and Non-Discrimination Program/Limited English Proficiency Plan

Both MPOs will maintain a Title VI and Non-discrimination Plan in compliance with Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987, and related federal regulations. The plan will include a Limited English Proficiency Plan. The Title VI / Non-discrimination Plan will reflect the MPO's commitment to ensuring that no person shall - on the ground of race, color, national origin, religion, age, marital status, sexual orientation, or disability - be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity conducted by the MPO. The Joint MPO Title VI Program is inherently related to public participation and will be considered part of this Public Participation Plan by this reference.

The Title VI Program will be reviewed on a regular basis and amended as required by federal regulations. An amendment to the Title VI Program may occur if a federal regulation regarding non-discrimination or limited English proficiency has been created or modified. In all cases, the public will be invited to provide comment. Public participation is encouraged throughout the update process at both MPO Policy Board and Technical Advisory Committee meetings, through comments received at the MPO offices, and at outreach events.

Public participation is encouraged during the development or amendment process of the Title VI / Non-discrimination Plan in the following ways:

- Publishing the Title VI Program and a public notice on the MPO websites
- Distributing public notices via mail and e-mail to AAMPO Stakeholders and Interested Parties
- Direct outreach to Interested Parties, in person or via telephone
- Inviting the public and notifying the media of public comment opportunities at MPO Policy Board meetings where the Title VI Program is scheduled for review and/or adoption
- Comments made at the meeting or received at the staff office are recorded in the minutes

The Title VI Program and related documents will be made available in digital format and in hardcopy by the MPO staff office. Hardcopies of the Title VI Program will be distributed to MPO member jurisdictions, agencies, and other stakeholders by request on a case by case basis. Reasonable requests for alternate formats will be considered and accommodated when possible.

# State Fiscal Year 2026 Unified Planning Work Program (UPWP)

July 1, 2025 – June 30, 2026



**ALBANY AREA METROPOLITAN PLANNING  
ORGANIZATION (AAMPO)**

Adopted April XX, 2025



The development of this document and the implementation of tasks outlined in this document are made possible through the US Department of Transportation (US DOT) funds, under the Federal Highway Administration's Public Law (PL) and Federal Transit Administration's Section 5303. The required matching dollars for PL fund is provided by the Oregon Department of Transportation (ODOT) and the matching fund for the transit fund is provided in the form of In-Kind Match by the City of Albany Transit System (ATS) and Benton County's Special Transportation Fund (STF).

**RESOLUTION No. 25-01**

**FOR THE PURPOSE OF APPROVING THE SFY 2026 ALBANY AREA METROPOLITAN  
PLANNING ORGANIZATION'S  
UNIFIED PLANNING WORK PROGRAM (UPWP)**

**WHEREAS**, the Governor of the State of Oregon, pursuant to USC 23 §123 & 450, has designated representatives of the cities of Jefferson, Millersburg, Albany, and Tangent, Benton and Linn counties, and the Oregon Department of Transportation (ODOT) as the Albany Area Metropolitan Planning Organization to carry out the requirements of the Metropolitan Transportation Planning Process; and

**WHEREAS**, among the major requirements of the Metropolitan Transportation Planning Process is the development of an annual Unified Planning Work Program that delineates the MPO's planning and programming activities and its associated working budget over a fiscal year; and

**WHEREAS**, the Albany Metropolitan Planning Organization has developed a Unified Planning Work Program for SFY 2026, in coordination with local governments, the US DOT and ODOT and in compliance with all applicable federal and state requirements; and

**WHEREAS**, the City of Albany and Benton County have agreed to provide 'in-kind' local match for the Federal Transit Administration's Section 5303 Funds that are applied by the MPO to partially cover the cost of its transportation planning activities in SFY 2026;

**NOW, THEREFORE, BE IT RESOLVED**, that the Policy Board of the Albany Area MPO approves the SFY 2026 Albany Area Unified Planning Work Program and its associated budget.

**Dated on this April XX, 2025**

**APPROVED:**

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**Councilor Ray Kopczynski, Policy Board Chair**  
Albany Area MPO

**ATTESTED:**

---

**Jaclyn Disney, CED Director**  
Albany Area MPO

## ABOUT THE ALBANY AREA METROPOLITAN PLANNING ORGANIZATION

### Policy Board

Ray Kopczynski (Chair)	City of Albany
Patrick Malone	Benton County
Walt Perry	City of Jefferson
Roger Nyquist	Linn County
Mike Hickam	City of Millersburg
Joe Samaniego	City of Tangent
Darrin Lane	Citizens' Representative
Christine Hildebrandt (Vice Chair)	Oregon Department of Transportation

### Technical Advisory Committee (TAC)

Chris Cerklewski (Chair)	City of Albany
Gary Stockhoff	Benton County
David Watkins	City of Jefferson
Daineal Malone	Linn County
Janelle Booth	City of Millersburg
Vacant	City of Tangent
James Feldmann	Oregon Department of Transportation

### TAC Ex-Officio Members

Federal Highway Administration (FHWA), Oregon Division  
Federal Transit Administration (FTA), Region 10  
Oregon Department of Land Conservation and Development (DLCD) Oregon  
Oregon Department of Transportation, Regional Transit Coordinator  
Department of Environmental Quality (DEQ)  
Oregon Division of State Lands (DSL)

### AAMPO Staff

Billy McGregor	Transportation Planner
Ashlyn Muzechenko	Administrative Assistant

### Address

Albany Area Metropolitan Planning Organization  
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Albany, OR 97322  
Phone: (541)-924-4548  
Fax: (541)-967-4651  
[www.Albanyareampo.org](http://www.Albanyareampo.org)

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## SECTION I: INTRODUCTION

### **What is a Metropolitan Planning Organization (MPO)?**

A Metropolitan Planning Organization (MPO) is an organization of local governments designated per 23 USC and 23 CFR 450 to provide transportation planning and programming in areas with a collective population of 50,000 or over, termed as an Urbanized Area. As a condition for receiving federal transportation dollars, MPOs must have a *continuing, cooperative and comprehensive* transportation planning process in cooperation with their state Department of Transportation. The MPOs are responsible for development of a Regional Transportation Plan (RTP), development of a Metropolitan Transportation Improvement Program (MTIP), and development of a Unified Planning Work Program (UPWP).

### **What is the Albany Area Metropolitan Planning Organization?**

The Albany Area Metropolitan Planning Organization (AAMPO) serves as the metropolitan planning organization (MPO) for the Albany Urbanized Area, as designated by the Oregon Governor in February 6, 2013. This region includes the cities of Jefferson, Millersburg, Albany, and Tangent, and parts of Benton, Linn, and Marion counties.

AAMPO is governed by an eight member Policy Board consisting of representatives of the cities of Jefferson, Millersburg, Albany, and Tangent, Benton and Linn counties, the Oregon Department of Transportation (ODOT), and a Citizens' Representative. AAMPO's Technical Advisory Committee (TAC) is made up of professional staff of the above entities and an ODOT Transportation Planner. Unlike the Policy Board, the TAC does not include a Citizens' Representative. The representatives of relevant federal and other state agencies have ex-officio status on TAC. The TAC reviews technical material and provides recommendations to the Policy Board.

The Oregon Cascades West Council of Governments, under a three-year contract with the Policy Board, provides administrative services, fiscal services, and staffing to AAMPO.

The City of Albany is the owner of the Albany Transit System and their representation on the MPO Policy Board and TAC also represents the interests of the transit system.

### **What is the Purpose of this Document?**

In accordance with federal regulations (23 CFR 450.308), the functions and responsibilities of AAMPO include development of a Regional Transportation Plan (RTP), development of a Metropolitan Transportation Improvement Program (MTIP) and development of a Unified Planning Work Program (UPWP), as noted above. In addition, the MPO produces an annual list of obligated projects and a Public Participation Plan (PPP). AAMPO must also demonstrate compliance with Title VI and other non-discrimination requirements. The State Fiscal Year 2025 UPWP demonstrates how AAMPO will fulfill these requirements between July 1, 2025 and June 30, 2026.

Any changes following the approval of this UPWP document will be approved via the Technical Advisory Committee and Policy Board review and subsequent re-adoption.

## SECTION II: WORK PROGRAM OVERVIEW

### Funding Sources and Match Documentation

Funding from FHWA, FTA, and ODOT supports the AAMPO planning program. The Infrastructure Investment and Jobs Act (IIJA Act) currently provides funding authorization for the nation's surface transportation. A provision of the Transportation Act, referred to as PL Funding, provides transportation planning dollars to support MPOs across the country and acts as the majority of AAMPO's annual budget. Additional AAMPO support comes from FTA 5303 planning funds.

FHWA apportions funds to ODOT and ODOT allocates funds to MPOs using a formula developed cooperatively by ODOT and MPOs, and approved by FHWA. The budget assumptions in this document are according to the most recent ODOT's allocation of PL and 5303 Funds to each MPO. The expenditure assumptions of the budget are based on the best estimates and the latest information available at the time of developing the document.

ODOT State Planning and Research (SPR) and Oregon Transportation Growth Management (TGM) funds often provide support for other specific planning tasks not yet funded or in process at the time of UPWP development. Additionally, AAMPO applies for other federal and state grant opportunities that are applicable and of interest to the region.

### Amendments

Amendments to the UPWP 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 are allowed. MPO Staff process these amendments on as-needed basis and decide the level of engagement needed by the Technical Advisory Committee and/or Policy Board.

Larger amendments to the UPWP may necessitate Policy Board approval of an updated UPWP as well as multiple MTIP and Statewide Transportation Improvement Plan (STIP) amendments. For example, a MTIP/STIP amendment may be needed to update the amount of planning funds the MPO receives under the MPO's annual work plan project, an additional amendment may then be needed to allocate those new funds to a specific project included in the MTIP/STIP. Depending on the amount of funds and degree of change, proposed amendments to the UPWP, STIP, and MTIP may require public comment periods as directed by the AAMPO Policy Board. AAMPO's MTIP revision policy is posted on the AAMPO website, under the Transportation Improvement Program tab: <https://www.ocwcog.org/transportation/aampo/aampo-plans-programs/>.

### Engagement and Process

It is a goal of AAMPO to gain the maximum possible public input into its transportation planning and programming activities. To this end the agency has developed and formally adopted a Public Participation Plan that outlines strategies and efforts that are conducted in association with the tasks in the Work Program. A copy of the AAMPO's Public Participation Plan is posted at the AAMPO's Website: <https://www.ocwcog.org/wp-content/uploads/2022/02/AAMPO-Public-Participation-Plan-Approved-1.26.2022.pdf> Engagement levels vary depending on the deliverable.

For the development of the UPWP, AAMPO engages stakeholders and the public by:

- Emailing stakeholders and interested parties regarding draft UPWP discussion and opportunity for public comment via email or during regularly scheduled AAMPO meetings

- Holding a 14-day comment period, from April XX – April XX, 2025, prior to a decision by the Policy Board to adopt the UPWP
- Providing public comment opportunities at all monthly 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

### Federal Performance Based Planning Requirements

As a federally designated metropolitan planning organization, AAMPO is required to develop and adopt performance targets for Safety, Pavement Condition, Bridge Condition, National Highway System (NHS) Performance, Greenhouse Gas (GHG) Emissions, and Freight Movement/Reliability. Neither of the Congestion Mitigation and Air Quality (CMAQ) measures apply as the Albany region is in attainment.

All Interstate sections and portions of the National Highway System (NHS) within the planning area are owned and maintained by the Oregon Department of Transportation. This fact, coupled with the limited staff capacity of a small MPO, led AAMPO to adopt the state targets for Safety, Pavement/Bridge Condition, NHS Performance and Freight Reliability. While AAMPO does not have direct jurisdiction over any infrastructure, the Safety and Transit performance measures apply to all public roads.

#### **Safety**

The AAMPO encourages the safe travel of all modes of transportation through emphasizing the preservation and upgrading of existing infrastructure, prior to constructing any new infrastructure. This is reflected in their Surface Transportation Block Grant Program (STBG) project selection, which consists of predominantly resurfacing projects. Resurfacing often presents opportunities to expand shoulders for bike lanes, improve crosswalks, and reduce the maintenance need of transit vehicles. AAMPO supports the safety of the traveling public through this approach. Furthermore, the City of Albany in combination with the Oregon Department of Transportation are working to upgrade multiple signals, which will increase safety for all modes through modern technology.

#### **Transit**

AAMPO staff wrote the Public Transit Agency Safety Plan (PTASP) for Albany Transit System (ATS), as well as the Linn Benton Loop, which is operated by ATS. In this sense, staff are intimately familiar with the transit performance measures and have incorporated into our work plan the annual updating of the document.

#### **Summary**

The following table provides a summary of ODOT and AAMPO's adopted performance measures. ODOT's adopted FHWA performance management areas, measures, and targets for Oregon DOT can be found at: <https://www.oregon.gov/ODOT/PerformMang/Documents/FHWA%20Performance%20Management%20Area%20Targets.pdf>

Performance Measure Adherence	Current Status	Next Update
Transportation Safety	Supported ODOT's Measures, January 2018	2026*
Bridge and Pavement	Supported ODOT's Measures, November 2018	2026*
Transportation System	Supported ODOT's Measures, November 2018	2026*
Transit Performance Measures	PTASP Adopted August 2020, updated early 2022	June 2024
Greenhouse Gas (GHG) Emissions	New supported ODOT measures	August 2024

\*Next update refers to mid performance period review and update of statewide measures.



### **Status of AAMPO and Regional Transportation Documents**

<b>Key Documents</b>	<b>Current Status</b>	<b>Next Update</b>
AAMPO Regional Transportation Plan (RTP)	Adopted November 2023	May 2028*
SFY 2024-2027 Metropolitan Transportation Improvement Program (MTIP)	Adopted June 2023	June 2026
SFY26 Unified Planning Work Program	Adoption scheduled for April 2024	January 2025
Title VI and Environmental Justice Plan	Updated and approved in April 2020	Winter 2024**
Public Participation Plan	Updated in 2022	Winter 2024**
<b>Other Documents</b>	<b>Current Status</b>	<b>Next Update</b>
Benton County Transportation System Plan	Adopted March 2019	TBD
Bicycle & Pedestrian Plan	Adopted April 22, 2023	TBD
Linn County Transportation System Plan	Adopted in 2018	TBD
Albany Transportation System Plan	Adopted February 2010	In Progress
Albany Transit Development Plan	Approved May 2018	TBD
Jefferson Transportation System Plan	Approved in June 2022	TBD
Tangent Transportation System Plan	Adopted in 2010	In progress
Millersburg Transportation System Plan	Adopted December 2016	In Progress

\*2027, AAMPO and Corvallis Area MPO (CAMPO) as of this document are planning to adopt a unified RTP

\*\*AAMPO and CAMPO are intending to adopt unified plans

### **Annual and Semiannual Reporting**

AAMPO's SFY25 accomplishments, occurring between July 1, 2024 and June 30, 2025, can be found on the AAMPO webpage at <https://www.ocwcog.org/transportation/aampo/> under the Plans, Projects, Programs, and Pages subsection.

## SECTION III: PLANNING TASKS

### Task 100 – Program Management

The purpose of this task is to provide management and administrative support for the MPO’s planning and programming activities. Components of this task are:

#### **110 – MPO Operation**

The administration of the MPO operation and MPO office will include:

- Working with the MPO Policy Board and the Technical Advisory Committee to meet the transportation planning and programming needs of the MPO Area
- Holding regular meetings of the Policy Board and the Technical Advisory Committee
- Coordinating the MPO’s planning and programming activities with local planning officials, economic development agencies, local environmental organizations, transit providers, ODOT, FHWA, FTA and Tribal governments
- Attending trainings, transportation-related conferences, and statewide and local transportation-related meetings. At a minimum, staff expect to attend:
  - The National Association of City Transportation Officials (NACTO) annual conference
  - The Oregon Chapter of the American Planning Association conference
  - Technical trainings offered by OSU and other state entities as available
  - Attend City of Albany Transportation Advisory Commission meetings
- Involving the public in transportation planning and programming activities; public education; implementation of the AAMPO’s public participation process
- Coordinating the MPO’s transportation planning and programming with the Cascades West Area Commission on Transportation (CWACT) and the associations of peer MPOs
- Participating in the Oregon Modeling Statewide Collaborative (OMSC), helping to guide the Oregon Modeling Improvement Program
- Participating on the Oregon Metropolitan Planning Organization Consortium (OMPOC), a forum for Oregon’s MPOs to address common needs, issues and solutions to transportation and land use challenges facing Oregon’s metropolitan regions and surrounding area
- Complying with all applicable federal requirements, particularly, Americans with Disabilities (ADA), Title VI requirements and Environmental Justice Executive Order 12898 and DOT Order 5610.2(a)
- Coordinating regional transportation projects within the Albany Area MPO

**Product:** *Regular meetings of the MPO Policy Board and Technical Advisory Committee and an AAMPO presence at regional and state meetings*

**Schedule:** *Task is ongoing throughout the fiscal year*

#### **120 – MPO Administration**

Activities under this item will include:

- Complying with required paperwork and documentation of activities as well as the maintenance of the MPO records

- Accounting, bookkeeping, and invoicing
- Preparing and submitting semi-annual and annual reports to ODOT. Semi-annual reports are submitted by January 15<sup>th</sup>, annual reports are submitted by July 30<sup>th</sup>
- Preparing the agency's financial audit
- Upkeep and maintenance of the agency's website, including adding all MPO designation documents. Consider updating website to more accessible version
- Attending organizational and personnel-related meetings
- Creation and maintenance of an MPO continuity of operations binder

**Product:** *Compliance with federal and state transportation planning regulations, semi-annual reports and invoices, financial audit results, up to date website*

**Schedule:** *Task is ongoing throughout the fiscal year*

### **130 – Annual Document Review**

This task is intended to review, update and publish any changes to the major documents AAMPO is required to maintain. An annual review at the least will be conducted, with updates completed as necessary. This includes:

- Posting of Obligated Transportation Projects on the website, per Federal Requirements
- Reviewing the Title VI/Non-discrimination Plan in conjunction with Task 310
- Reviewing the Public Participation Plan in conjunction with Task 310, and updating to include enough specificity that members of the public can clearly know the duration of comment periods for each MPO document or change, and how to best access the information
- Developing the SFY27 Unified Planning Work Program and budget, and subsequent approval
- Amending the SFY27 Unified Planning Work Program as needed

**Product:** *An SFY27 UPWP that outlines the work program and budget for the coming year. Amendments to required federal planning documents as needed*

**Schedule:** *Task is ongoing throughout the fiscal year*

### **140 – MPO Education and Training**

This task is intended to educate and inform newly appointed Policy Board members and members of the public about the role MPOs have in coordinating regional transportation planning. Additional trainings on principles of transportation planning will also be considered. Materials will include the following:

- What is an MPO
- MPO's role in transportation planning
- Transportation planning principles, including education on the Corvallis Albany Lebanon Model by TPAU when requested
- Walking, bicycling, and transit tours of the AAMPO planning area
- Providing TAC and Policy Board monthly grant opportunity updates when applicable
- Transportation oriented speaker series (may be done in conjunction with CAMPO and local jurisdictions)

**Product:** Educate new MPO members and the public as requested

**Schedule:** Task is ongoing throughout the fiscal year

TASK 100: PROGRAM MANAGEMENT	
Task Component	SFY25
110: MPO Operation	\$60,000
120: MPO Administration	\$30,386
130: Annual Document Review	\$7,500
140: MPO Education and Training	\$7,500
Total	\$105,386

## Task 200 – Long Range Transportation Planning

The purpose of this task is to provide for the long range transportation planning needs within the Albany Metropolitan Planning Area. While some tasks could be perceived as “short range,” they generally contribute to the long term needs and knowledge of the region, and intentionally help to build technical capacity of member jurisdictions (i.e. without the MPO they would not have the same opportunity). This task is funded through a combination of PL and 5303 Funds.

### **Task 210: Technical Assistance to Communities**

AAMPO is continually working to better serve the communities of Albany, Jefferson, Millersburg, and Tangent, as well as Benton and Linn counties. Understanding that many cities are understaffed and/or overworked, the MPO proposes 40 hours of staff time to each member community to work towards a long-range transportation project. Whether that’s assistance on an existing project, completing a quick analysis that’s been on the to-do list for months, or doing some conceptual design work for transportation improvements. Projects would have to adhere to requirements in 23 CFR 450, which outline the tasks eligible for reimbursement with PL funding. This includes but is not limited to:

- Grant readiness and fundraising support services including but not limited to grant prospecting, review, and consulting
- Transportation Scoping Studies
- Bicycle/Pedestrian/Vehicle Count Analysis
- Transportation System Plan Project Identification
- Conceptual Design Recommendation

**Product:** 240 hours of staff time to AAMPO members. A summary of tasks completed presented to the Technical Advisory Committee and Policy Board

**Schedule:** Task is ongoing throughout the fiscal year

### **Task 220: AAMPO RTP Performance Monitoring**

The purpose of this work item is to continue placing staff effort on RTP implementation including dissemination of information about the plan and pursuit of project funding. Regular performance monitoring will also be performed as part of this work task. One aspect of this task could include a “Transportation Project Tracker,” which captures local and regional infrastructure improvements on a year by year basis, to share with the public as well as the policy board.

**Product:** Development of high-level overview document summarizing the AAMPO RTP for elected officials and general public, progress funding projects listed in RTP, amendments to RTP as needed, ongoing performance monitoring and reporting

**Schedule:** Task is ongoing throughout the fiscal year

### **Task 230: Oregon Pop-Up Infrastructure**

Using and expanding on planning research completed for the SFY24 UPWP, continue refining local methodology.

- In combination with Task 210, provide education and implementation assistance to communities
- Work with TAC and partner jurisdictions to identify potential project locations

**Product:** Usable implementation strategies for a variety of common uses, as well as identifying member specific interests through the TAC and Policy Board

**Schedule:** Task is ongoing throughout the fiscal year

### Task 230: Regional Count Feasibility Study-Project Scoping

Investigate methods and best practices for performing traffic counts within the AAMPO region, potentially including cross-MPO work with Corvallis Area MPO (CAMPO). Current direction for the task is to focus on bicycle and pedestrian counts along paths and corridors that will be identified during the study.

Work with the Corvallis Area MPO (CAMPO) staff to create a program using shared methodology and equipment to perform AAMPO region multi-modal (cyclist and pedestrian) counts as requested. Set aside funds for equipment purchases if needed.

**Product:** A joint MPO process for deploying mobile counters and the ability to fulfill requests for collecting count data by AAMPO members. Funds set aside for potential purchase of one additional mobile counter

**Schedule:** Task is ongoing throughout the fiscal year

### Task 240: Safety and Active Transportation Planning Support

The jurisdictions within AAMPO continue to elevate safety and active transportation as a priority, as reflected by a series of awarded funding for activities in the area, and a renewed interest in public outreach and engagement on these topics. This includes multi-use path planning support, with proposals connecting Corvallis and Albany.

Task partners include the City of Albany, ODOT, and the Oregon Cascades West Council of Governments' Transportation Options program, among others.

Support activities include:

- Participating in advisory group meetings on relevant topics
- Coordinating with local, state, federal and nonprofit organizations on active transportation and safety topics
- Generating original research or policy to support projects
- Public outreach and engagement on specific projects, like a public open house, or general themes, such as bicycle safety
- Participating in larger public events or campaigns, such as Corvallis Open Streets, in conjunction with Task 310

**Product:** Technical assistance on relevant topics, meeting participation, and public engagement activities

**Schedule:** Task is ongoing throughout the fiscal year expected to extend into subsequent fiscal years

TASK 200: LONG RANGE TRANSPORTATION PLANNING	
Task Component	SFY25
210: Technical Assistance to Communities	\$35,000
220: AAMPO RTP Performance Monitoring	\$13,000
230: Oregon Pop-Up Infrastructure	\$15,000
240: Regional Count Feasibility Study	\$4,160
<b>Total</b>	<b>\$67,160</b>

### Task 300 – Inter-Regional Transportation Planning

The purpose of this task is to focus on the inter-regional needs and opportunities of the Albany Area Metropolitan Planning Area. This task recognizes the interrelated transportation needs of both AAMPO and the Corvallis Area MPO and sets aside funds to work on projects affecting both MPOs as well as the greater region. This task is funded through a combination of PL and 5303 Funds.

#### **Task 310 – CAMPO Collaboration**

As the greater Albany-Corvallis region grows in both population and employment, there will be increased stress on the major commuter routes throughout the region. This task allocates money towards collaboration with the Corvallis Area MPO (CAMPO) to address regional travel demand and alignment of programs. These specific tasks include, but are not limited to:

- Hosting joint TAC and Policy Board meetings
- Aligning key documents to reduce agency redundancy
- Planning for regional freight connections and subsequent improvements
- Exploring funding opportunities for local transportation project implementation
- Continuing to study and work to modernize regionally significant corridors, such as highways 20 and 34

CAMPO has identified similar funding to contribute in their upcoming UPWP. As projects are expected to develop over the fiscal year, no definitive product other than meeting minutes currently exists. Any project will be approved by both Policy Boards prior to beginning.

**Product:** Meeting minutes, regional maps, plans and lists of funding opportunities

**Schedule:** Task is ongoing throughout the fiscal year

#### **Task 320 – Local Transit Planning Support**

As increased funding for transit leads to expansion of Albany Transit System, AAMPO provides support for ongoing planning activities, including service design and service analysis. With the design of the Transit Operations Facility (TOF) which will support both Albany Transit and Linn Benton Loop, increased collaboration is expected. With transitions to electric fleets, Albany Transit is also in need of an electric bus fleet transition plan, which will be completed under this task. In SFY21, AAMPO prepared the Public Transit Agency Safety Plan (PTASP) for Albany Transit System. As that document requires updating once a year, that will be incorporated into this task.

**Products:** Technical assistance as needed to Albany Transit System. Information dissemination from state and federal partners. Public Transit Agency Safety Plan (PTASP) annual update. Potential match for STIF regional transit enhancement projects

**Schedule:** Task is ongoing throughout the fiscal year

#### **Task 330: Linn-Benton Loop Support**

The purpose of this task item is to capture AAMPO staffing support for the Linn-Benton Loop Governing Board and Technical Advisory Committee (TAC). Additional aspects include serving on the Loop TAC and as the liaison between the AAMPO Policy Board and Linn-Benton transit service. AAMPO will continue to assist in the implementation of the Linn-Benton Loop Service Development Plan.

**Product:** Staffing support and technical assistance to the Linn-Benton Loop; information dissemination from state and federal partners

**Schedule:** Task is ongoing throughout the fiscal year

#### **Task 340: Travel Model Coordination**

This task is focused on the regional travel demand model and data collection, analysis and development. An up-to-date travel demand model is useful for both MPO led and non-MPO led plans and projects (e.g. corridor studies, capital projects, land use planning studies and land use developments). AAMPO staff will continue to work with ODOT's Transportation Planning and Analysis Unit (TPAU) to refine the Corvallis Albany Lebanon Model (CALM), used by both AAMPO and CAMPO.

This task also includes work related to the Oregon Household Activity Survey (OHAS). The OHAS is a periodic statewide effort, led by the Oregon Modeling Statewide Collaborative (OMSC), to capture demographic and travel behavior of Oregon residents. This data is used to update travel demand models and answer other transportation related questions. AAMPO is involved in the OHAS effort though the MPO's commitment to provide funding (Task 420: OHAS Set Aside) as well as attendance at OMSC and OHAS meetings, providing input and feedback on the OHAS effort.

**Product:** Up to date regional travel demand model, active participation in OHAS effort

**Schedule:** Task is ongoing throughout the fiscal year

TASK 300: INTER-REGIONAL TRANSPORTATION PLANNING	
Task Component	SFY25
310: CAMPO Collaboration	\$25,000
320: Local Transit Planning Support	\$25,000
330: Linn-Benton Loop Support	\$15,000
340: Travel Model Coordination	\$10,000
Total	\$75,000



## Task 400 – Transportation Programming

The purpose of this task is to continually perform transportation programming for the Albany MPO Area through the development of new Metropolitan Transportation Improvement Programs (MTIP) and the upkeep of the existing MTIP for inclusion in the Statewide Transportation Improvement Program (STIP).

### **410 – MTIP Amendments**

This task provides for the necessary amendments to the SFY24-27 MTIP and STIP documents. The amendments are generally initiated either by member jurisdictions or by ODOT.

**Product:** Up-to-date SFY24-27 MTIP document

**Schedule:** Task is ongoing throughout the fiscal year

### **Task 420 – 2030 Oregon Household Activity Survey (OHAS) Funding Set-Aside**

AAMPO is expected to participate in the 2030 Oregon Household Activity Survey, the MPO anticipates the following data collection costs, although TPAU indicates that no approach has been as yet determined. The OHAS is necessary to develop data that feeds the Corvallis-Albany-Lebanon Model (CALM). These regional models are a required part of long range planning for MPOs. Setting aside money now for the survey in 10 years will allow AAMPO to offset the costs without using STBG funds member agencies need for construction projects. Annually, \$10,000 will be set aside, for a total of \$80,000 over 8 years. This money is deobligated from the current UPWP in March to be applied to the following year UPWP, and must be cumulatively tracked by AAMPO staff via the UPWP.

**Product:** Starting in SFY 24 and continuing to SFY32, A total of \$80,000 to contribute to the 2030 OHAS

**Schedule:** Ongoing for this fiscal year and into the future with set aside deobligated from current UPWP to be applied to following fiscal year in March

TASK 400: TRANSPORTATION PROGRAMMING	
Task Component	SFY25
410: MTIP Amendments	\$10,080
420: 2030 OHAS Set-Aside	\$10,000
Total	\$20,080

### Task 500 – Special Projects

This task focuses on special projects that are of interest to the MPO and broader transportation organizations. Task 500 is created for the explicit purpose to capture one time projects that are not re-occurring to AAMPO year to year.

#### **Task 510: Special Project Pool**

AAMPO created this special project pool task to enable the MPO to pursue projects of interest as such opportunities arise. Project will require support of the AAMPO Technical Advisory Committee and Policy Board.

**Product:** Product is dependent on the projects pursued and interests of the AAMPO TAC and Policy Board

**Schedule:** Schedule is dependent on project pursued

#### **Task 520: Special Project Carryover**

During FY 2025 Special Project Pool funds were identified for use. These funds were unable to be spent down during that fiscal year and thus were deobligated and applied to this fiscal year, FY 2026.

**Product:** Complete project funds were carried over for

**Schedule:** By end of fiscal year

TASK 500: Special Projects	
Task Component	SFY25
510: Special Project Pool	\$96,083
520: Special Project Carryover	
Total	\$96,083

## SECTION IV: BUDGET SUMMARY

The following budget tables detail the planned activities for State Fiscal Year 2024-2025. In addition, a breakdown of expenses and funding sources is provided.

### SFY25 Budget by Subtask

Task	SFY26 Amount	SFY25 Amount	Dollar Change	Percent Change
<b>TASK 100: Program Management</b>		\$105,386	\$7,540	7%
110: MPO Operation				
120: MPO Administration				
130: Annual Document Review				
140: MPO Education and Training				
<b>TASK 200: Long Range Transportation Planning</b>		\$67,160	(\$2,840)	-4%
210: Technical Assistance to Communities				
220: AAMPO RTP Performance Monitoring				
230: Regional Count Project Scoping				
240: Safety and Active Transportation and Planning Support				
<b>TASK 300: Inter-Regional Transportation Planning</b>		\$75,000	\$13,539	18%
310: CAMPO Collaboration				
320: Local Transit Planning Support				
330: Linn-Benton Loop Support				
340: Travel Model Coordination				
<b>TASK 400: Transportation Programming</b>		\$20,080	(\$4,920)	-25%
410: MTIP Amendments				
420: 2030 OHAS Set-Aside				
<b>TASK 500: Special Projects</b>		\$96,083	\$90,949	94%
510: Special Project Pool				
<b>TOTAL</b>		<b>\$363,708.44</b>	<b>\$104,268</b>	<b>29%</b>

Note: \$363,708.44 is the SFY26 funding amount provided by ODOT on May 30, 2024

### SFY26 Budget by Fund Source

The Infrastructure and Investment Jobs Act (IIJA) created a new requirement that 2.5% of planning funds must be spent towards creating safe and accessible transportation options. This set aside must be clearly identified in metropolitan work plans. These funds are labeled in the table below under Safe and Accessible Transportation Options, or SATO. These funds do not require a local match.

Task	Task Budget Total (Personnel + Non-Payroll + Contracted Staff)	PL Funds	FTA 5303/SATO Funds	PL Match Funds (10.27% from ODOT)	Local Match (5303/SATO) (Funds and In-kind)
Task 100: Program Management	\$105,386	\$94,563	\$0	\$10,823	\$0
Task 200: Long Range Transportation Planning	\$63,000	\$56,530	\$0	\$6,470	\$0
*Task 240: Regional Count Project Scoping	\$4,160		\$4,160		\$0
Task 300: Inter-Regional Transportation Planning	\$75,000	\$0	\$67,298	\$0	\$7,703
Task 400: Transportation Programming	\$20,080	\$18,018	\$0	\$2,062	\$0
Task 500: Special Projects	\$96,083	\$0	\$86,215	\$0	\$9,868
<b>Total SFY26 Budget*</b>	<b>\$363,708.44</b>	<b>\$169,110.62</b>	<b>\$157,672.14</b>	<b>\$19,355.47</b>	<b>\$17,570.21</b>

\*Totals are provided by ODOT, AAMPO is unable to anticipate costs to the cent

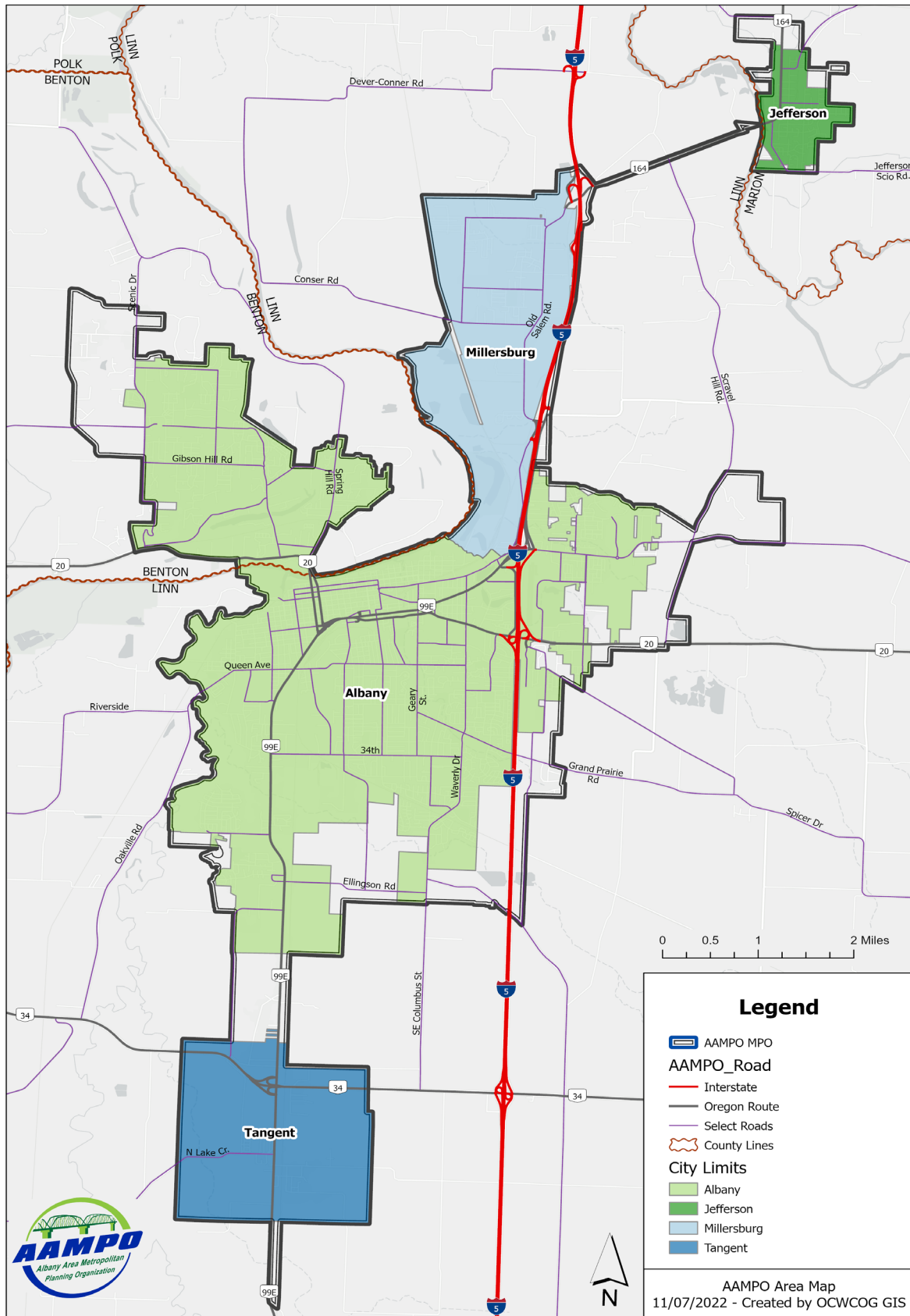
### SFY26 Expenses

Cost	Amount	Percent of Total Budget
<b>AAMPO Staff Payroll Expenses</b>	<b>\$202,563</b>	<b>56%</b>
<b>AAMPO Non-Payroll Expenses</b>	<b>\$65,063</b>	<b>18%</b>
Advertising	\$1,000	
Board/Comm/Meeting Expense	\$1,000	
Contract Expense (OCWCOG & External)	\$10,000	
Copying	\$500	
Dues and Memberships	\$1,000	
Legal Expenses	\$1,000	
Licenses and Fees	\$2,000	
Maintenance and Repair	\$1,000	
Overhead and Administration	\$32,612	
Postage	\$500	
Printing	\$500	
Rent	\$6,451	
Supplies	\$500	
Telephone	\$1,000	
Training	\$4,000	
Travel	\$2,000	
<b>Special Project Pool</b>	<b>\$96,083</b>	<b>26%</b>
<b>Total*</b>	<b>\$363,708.44</b>	<b>100%</b>

\*Contracted task support includes part time work from the COG Transportation Planner as well as technical assistance from external contractors. The special projects pool can be payroll, material or contract expense, and will be approved by the Policy Board prior to expenditure.

\*Totals are provided by ODOT, AAMPO is unable to anticipate costs to the cent

## APPENDIX A: AAMPO PLANNING AREA AND INTER-REGIONAL MAP



## APPENDIX B: OTHER TRANSPORTATION PLANNING ACTIVITIES IN THE MPO AREA

The following is a list of concurrent transportation planning activities within the MPO Area:

1. Tangent TSP. Awarded via TGM in 2022, expected to begin in calendar year 2024.
2. Millersburg TSP Update. Update funded via state Climate Friendly and Equitable Communities (CFEC) rules, expected to begin in calendar year 2024.
3. Albany TSP Update. Update funded via state CFEC rules, process is currently underway.

## APPENDIX C: GLOSSARY OF ACRONYMS

ATS	Albany Transit System
AAMPO	Albany Area Metropolitan Planning Organization
CED	Community and Economic Development Department of OCWCOG
COG	Council of Governments
CPT-HSTP	Coordinated Public Transit-Human Service Transportation Plan
CTS	Albany Transit System
CWACT	Cascades West Area Commission on Transportation
DEQ	Department of Environmental Quality
DLCD	Department of Land Conservation and Development
GHG	Green House Gases
FAST	Fixing America's Surface Transportation
FHWA	Federal Highway Administration
FTA	Federal Transit Administration
FY	Fiscal Year
IGA	Intergovernmental Agreement
IJA	Infrastructure Investment and Jobs Act
ITS	Intelligent Transportation System
MAP-21	Moving Ahead for Progress in the 21 <sup>st</sup> Century
MPO	Metropolitan Planning Organization
MTIP	Metropolitan Transportation Improvement Program
OCWCOG	Oregon Cascades West Council of Governments
ODOT	Oregon Department of Transportation
OSU	Oregon State University
PEA	Planning Emphasis Areas
PL Fund	Planning Funds allocated to Metropolitan Transportation Planning activities
RTP	Regional Transportation Plan
ROI	Return on Investment
SAFETEA-LU	Safe, Accountable, Flexible, Efficient, Transportation Equity Act, a Legacy for Users
SATO	Safe and Accessible Transportation Options
Section 5303	FTA's program of financing transit planning activities of MPOs
5307	FTA's program of financing urban transit systems
Section 5310	FTA's program of financing transit for the elderly and people with disabilities
Section 5311	FTA's program of financing rural transit services
STF	Strategic Highway Research Program
STIP	Special Transportation Fund
STBG(P)	Statewide Transportation Improvement Program
TAC	Surface Transportation Block Grant Program
TDP	Technical Advisory Committee
TGM	Transit Development Plan
TIP	Transportation Growth Management
TPAU	Transportation Improvement Program
TSP	Transportation and Planning Analysis Unit of ODOT
	Transportation System Plan

UPWP	Unified Planning Work Program
USC	United States Code
USDOT	United States Department of Transportation



## APPENDIX D: FHWA AND FTA JOINT PLANNING EMPHASIS AREAS

FHWA and FTA issued new, joint Planning Emphasis Areas (PEAs) in December 2021. These updated Planning Emphasis Areas are intended to be used by metropolitan planning organizations, state departments of transportation, transit agencies, and federal land management agencies in their Unified Planning Work Programs and State Planning and Research Work Programs. The link below provide additional information about the new PEAs.

<https://www.transit.dot.gov/regulations-and-programs/transportation-planning/2021-planning-emphasis-areas>

Task	Tackling the Climate Crisis	Equity and Justice 40	Complete Streets	Public Involvement
<b>TASK 100: Program Management</b>				
110: MPO Operation				
120: MPO Administration	X			X
130: Annual Document Review				X
140: MPO Education and Training		X	X	X
<b>TASK 200: Long Range Transportation Planning</b>				
210: Technical Assistance to Communities				
220: AAMPO RTP Performance Monitoring	X	X	X	
230: Oregon Pop-Up Infrastructure	X	X	X	X
240: Regional Count Feasibility Study	X		X	
<b>TASK 300: Inter-Regional Transportation Planning</b>				
310: CAMPO Coordination				
320: Local Transit Planning Support	X	X		
330: Linn-Benton Loop Support	X	X		
340: Travel Model Coordination				
<b>TASK 400: Transportation Programming</b>				
410: MTIP Amendments				X
420: 2030 OHAS Set-Aside				
<b>TASK 500: Special Projects (new task in SFY23)</b>				
510: Special Project Pool				

Task	Strategic Highway Network	Federal Land Management Agency Coordination	Planning and Environment Linkages	Data in Transportation Planning
<b>TASK 100: Program Management</b>				
110: MPO Operation	X	X	X	
120: MPO Administration		X	X	
130: Annual Document Review				X
140: MPO Education and Training			X	X
<b>TASK 200: Long Range Transportation Planning</b>				
210: Technical Assistance to Communities	X			X
220: AAMPO RTP Performance Monitoring	X		X	X
230: Oregon Pop-Up Infrastructure			X	
240: Regional Count Feasibility Study			X	X
<b>TASK 300: Inter-Regional Transportation Planning</b>				
310: CAMPO Coordination	X			
320: Local Transit Planning Support			X	X
330: Linn-Benton Loop Support			X	X
340: Travel Model Coordination				X
<b>TASK 400: Transportation Programming</b>				
410: MTIP Amendments				X
420: 2030 OHAS Set-Aside				
<b>TASK 500: Special Projects (new task in SFY23)</b>				
510: Special Project Pool				

## APPENDIX E: IN-KIND MATCH OVERVIEW

The purpose of this appendix is to outline in-kind match funding as shown in the State Fiscal Year (SFY) 2024 Albany Area MPO Unified Planning Work Program (UPWP). The Albany Area MPO Unified Planning Work Program (UPWP) show the details for the tasks one through five as listed below in the “SFY25 Budget by Fund Source” table. This table is also included in Section V of the UPWP above.

### SFY25 Budget by Fund Source

<b>Task</b>	<b>Task Budget Total</b> (Personnel + Non-Payroll + Contracted Staff)	<b>PL Funds</b>	<b>FTA 5303/SATO Funds</b>	<b>PL Match Funds</b> (10.27% from ODOT)	<b>Local Match (5303/SATO)</b> (Funds and In-kind)
Task 100: Program Management	\$105,000	\$94,217	\$0	\$10,784	\$0
Task 200: Long Range Transportation Planning	\$63,000	\$56,530	\$0	\$6,470	\$0
*Task 240: Regional Count Feasibility Study	\$4,160		\$4,160		\$0
Task 300: Inter-Regional Transportation Planning	\$75,000	\$0	\$67,298	\$0	\$7,703
Task 400: Transportation Programming	\$20,080	\$18,018	\$0	\$2,062	\$0
Task 500: Special Projects	\$96,469	\$0	\$86,561	\$0	\$9,907
<b>Total SFY25 Budget*</b>	<b>\$363,708.44</b>	<b>\$168,764.26</b>	<b>\$158,018.50</b>	<b>\$19,315.83</b>	<b>\$17,609.85</b>

The following sections provide additional detail on in-kind match by source.

### AAMPO Technical Advisory Committee Meetings

- 9 TAC meetings at 1.5 hours per meeting
- \$100/hour loaded rate per staff person
- \$32.37/hour for elected official volunteer time
- Total: \$7,187

<b>AAMPO TAC MEETINGS</b>		
<b>Jurisdiction</b>	<b>Loaded rate/hour</b>	<b>Rate for nine 1.5-hour TAC meeting</b>
Albany	\$100	\$1,350
Millersburg	\$100	\$1,350
Jefferson	\$32 (elected official)	\$437
Tangent	\$100	\$1,350
Benton County	\$100	\$1,350
Linn County	\$100	\$1,350
<b>Total</b>		<b>\$7,187</b>

### AAMPO Policy Board Meetings

- 9 Policy Board meetings at 1.5 hours per meeting
- \$32.37/hour for elected official volunteer time
- Total: \$2,622

AAMPO POLICY BOARD MEETING		
Jurisdiction	Volunteer rate/hour	Rate for nine 1.5-hour Policy Board meetings
Albany	\$32	\$437
Millersburg	\$32	\$437
Jefferson	\$32	\$437
Tangent	\$32	\$437
Benton County	\$32	\$437
Linn County (paid)	-	-
Citizens' Representative	\$32	\$437
Total		\$2,622

### Other In-Kind Sources

#### **Albany Transit Match**

Provided quarterly by Albany Transit System Business Manager. Includes meetings, document review, and other tasks. Total of \$4,000

### Overall In-Kind Breakdown

Item	Amount
9 TAC Meetings	\$7,187
9 Policy Board Meetings	\$2,622
Albany Transit Match	\$4,000
Total	\$13,809
In-kind match need for SFY 2025	\$12,987

## APPENDIX F: SUMMARY OF COMMENTS

See comment tracker following this page



## 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

André Lightsey-Walker | Co-Chair

January 6, 2025

Dave Thomson | Co-Chair

Oregon Bicycle and Pedestrian Advisory Committee

555 13th ST NE, Suite 3

Salem, OR 97301-4178

Dear Review Committee Members,

The Albany Area Metropolitan Planning Association (AAMPO) formed in 2013 to provide continuing, comprehensive, and cooperative planning for the urban regions of Albany, Jefferson, Millersburg, and Tangent urges serious consideration of the following project: Corvallis to Albany Path Project. AAMPO supports this project and acknowledges its importance and alignment with federal planning goals within the AAMPO Regional Transportation Plan (RTP) and Safe Streets and Roads for All (SS4A) program, state goals within the Climate Friendly and Equitable Communities (CFEC), and local planning goals at the Transportation System Plan (TSP) level.

This project connecting the south side of the Willamette River to the north seeks to “construct a Multi-use Path connecting Albany’s historic downtown across the Willamette River to residential, commercial and medical services in North Albany and Corvallis.” This critical crossing point over the Willamette River would link the Dave Clark Trail (1.5 miles west-east) with the Albany Corvallis Path currently being constructed.

North Albany is located on the north bank of the Willamette River and is connected to the major portion of Albany across a significant choke point, the Ellsworth and Lyons Bridges. While some scant signalization for cyclists and sidewalks for pedestrians exist, these users have expressed safety concerns to the MPO during the RTP public outreach process.

Support of this project would continue to connect more users to the multi-use separated paths network existing in Albany that the city has worked hard to improve upon, as well as possibly connecting to Corvallis in the near future. With almost 1.5 miles of path already constructed and 2 miles in design, the Corvallis Albany Path could link up with the long linear trails for pedestrian, cyclist, and rolling uses in Albany such as the Dave-Clark Trail, east-west 1.5 miles, the Simpson Park Trail, north-south 2.3 miles, and the Periwinkle Creek Bike Path, north-south 3.8 miles. This project is critical to completing a truly inter-urban multi-use path that is safe and comfortable for users.

Sincerely,

Matthew Lehman, Transportation and  
Economic Development Planning Manager  
Albany Area MPO  
[mlehman@ocwcog.org](mailto:mlehman@ocwcog.org)  
(541)574-4544 ext 301

Ray Kopczynski, Policy Board Chair  
Albany Area MPO  
[gwrepray@aol.com](mailto:gwrepray@aol.com)



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André Lightsey-Walker | Co-Chair

January 6, 2025

Dave Thomson | Co-Chair

Oregon Bicycle and Pedestrian Advisory Committee

555 13th ST NE, Suite 3

Salem, OR 97301-4178

Dear Review Committee Members,

The Albany Area Metropolitan Planning Association (AAMPO) formed in 2013 to provide continuing, comprehensive, and cooperative planning for the urban regions of Albany, Jefferson, Millersburg, and Tangent urges serious consideration of the following project: Geary Street-Queen Avenue Safety Improvements. AAMPO supports this project and acknowledges its importance to federal planning goals within the AAMPO Regional Transportation Plan (RTP) and Safe Streets and Roads for All (SS4A) program, state goals within the Climate Friendly and Equitable Communities (CFEC), and local planning goals at the Transportation System Plan (TSP) level.

This project refinement in the southern section of the City of Albany would “evaluate and determine safety improvements needed to link Periwinkle Creek Path across the Queen Avenue-Geary Street intersection.”

The southern neighborhoods of Albany are primarily comprised of mid-1970s suburban single-family homes with few commercial activity centers or medical facilities. With close to fifty years since its build out period, the area is seeing strain from increasing commuter use. Many vulnerable communities within the area such as seniors have sought ODOT and City assistance for dealing with driver speeding issues and unsafe crossing points.

This project is important to the progression of CFEC development in Albany as Periwinkle path currently crosses through CFEC Site E located at Queen Avenue and Geary Street. The project intersection is noted in the AAMPO RTP as a vehicle crash hotspot and the site of a serious pedestrian injury crash. While some partial updates to the intersection have occurred in the previous two years there are still remaining gaps.

Support of this project would improve safety along Albany’s primary north-south multi-use separated path and provide better access to much needed commercial and medical spaces.

Sincerely,

Matthew Lehman, Transportation and  
Economic Development Planning Manager  
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[mlehman@ocwcog.org](mailto:mlehman@ocwcog.org)  
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January 6, 2025

Dave Thomson | Co-Chair

Oregon Bicycle and Pedestrian Advisory Committee

555 13th ST NE, Suite 3

Salem, OR 97301-4178

Dear Review Committee Members,

The Albany Area Metropolitan Planning Association (AAMPO) formed in 2013 to provide continuing, comprehensive, and cooperative planning for the urban regions of Albany, Jefferson, Millersburg, and Tangent urges serious consideration of the following project: South Waterfront Trail. AAMPO supports this project and acknowledges its importance to federal planning goals within the AAMPO Regional Transportation Plan (RTP), state goals within the Climate Friendly and Equitable Communities (CFEC), and local planning goals at the Transportation System Plan (TSP) level.

This project along the south side of the Willamette River seeks to “connect existing neighborhoods with downtown Albany, a large commercial retail center, employment opportunities, and the neighboring community of Millersburg.” Connecting multiple paths will help create a 2.75 mile inter-urban trail system between the cities of Albany and Millersburg.

Critical connections with the contiguous urban region of Millersburg and Albany are becoming increasingly more vital. As both cities have seen great increase in their populations and jobs over the last ten years the steady flow of commuters and freight between the two is ever more strained. Creating quality pedestrian paths separate from heavy traffic is of value to the region as Albany begins its CFEC work. The proposed increase and focus in more walkable urban nodes needs to be supported by safe networks between activity centers.

Support of this project would continue the important multi-use separated paths network existing in Albany that the city has worked hard to improve upon. Long linear trails for pedestrian, cyclist, and rolling uses such as the Dave-Clark Trail, east-west 1.5 miles, the Simpson Park Trail, north-south 2.3 miles, and the Periwinkle Creek Bike Path, north-south 3.8 miles, help connect large areas of Albany as well as connecting locations listed on the state’s Willamette River Greenway and Water Trail.

Sincerely,

Matthew Lehman, Transportation and  
Economic Development Planning Manager  
Albany Area MPO  
[mlehman@ocwcog.org](mailto:mlehman@ocwcog.org)  
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555 13th ST NE, Suite 3  
Salem, OR 97301-4178

January 6, 2025

Dear Review Committee Members,

The Albany Area Metropolitan Planning Association (AAMPO) formed in 2013 to provide continuing, comprehensive, and cooperative planning for the urban regions of Albany, Jefferson, Millersburg, and Tangent urges serious consideration of the following project: SS-01 Phase 1 or Second Street Student Link. AAMPO supports this project and acknowledges its alignment with federal planning goals within the AAMPO Regional Transportation Plan (RTP) and Safe Streets and Roads for All (SS4A) program, state goals within Safe Routes to School (SRTS) program, and local planning goals at the Transportation System Plan (TSP) level.

This project in the heart of the City of Jefferson would implement a well-considered TSP project “connecting the Jefferson High School and Middle School to downtown Jefferson.” Providing student users (ages 11-18) an alternative to having to share space designed for automobile use from “walking along the unimproved shoulder of the state highway” this project would improve safety along a route that has not seen substantial improvements. It is considered by AAMPO to be a critical project within the City of Jefferson. The provision to create safe facilities for pedestrians, cyclists, and rollers along/across the State Highway 99E that bisects Jefferson has long been supported by the MPO.

AAMPO has continuously supported Safe Streets and Roads for All and Safe Routes to School work within Jefferson as this is the most effective and straightforward method toward providing safe and user friendly non-automotive options. Jefferson has long sought access to regional public transit from both the Salem area Cherriots service and the Albany Transit Service (ATS), but neither transit provider is able to extend any level of service to the city. Given this, it is vitally important that work prioritizing safe multi-modal pedestrian, cyclist, and rolling service within the city be seriously considered.

We are enthusiastic about this opportunity to support the City of Jefferson in accomplishing their TSP goals and urge you to fully fund this project request.

Sincerely,

Matthew Lehman, Transportation and  
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Ray Kopczynski, Policy Board Chair  
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