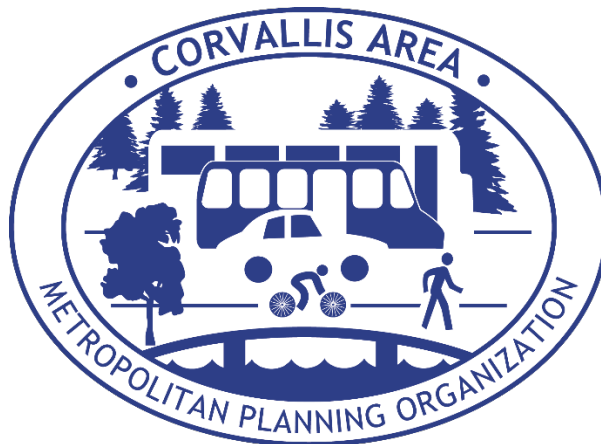


# Fiscal Year 2021 Unified Planning Work Program Annual Report

IGA #34271

July 1, 2020 – June 30, 2021



## Corvallis Area Metropolitan Planning Organization

Submitted July 26, 2021

*A semi-annual report was submitted on January 20, 2021 covering the first half of the year.  
This report covers the entire fiscal year.*

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## **Introduction**

This progress report summarizes the work conducted by Corvallis Area Metropolitan Planning Organization (CAMPO) staff between July 1, 2020 and June 30, 2021. This annual report is required through the Intergovernmental Agreement (IGA) with the Oregon Department of Transportation, which provides the primary funding for the Unified Planning Work Program (UPWP) as a pass through from the Federal Highway Administration (FHWA).

## **FY2021 Overview**

CAMPO is staffed by the Oregon Cascades West Council of Governments (OCWCOG). Staffing for CAMPO includes a full-time Transportation Planner, part time Transportation Programs Manager, and assistance from the Community Economic Development (CED) Executive Administrative Assistant, CED Director, and other planning staff.

FY21 was unlike any prior years, with both CAMPO and OCWCOG quickly transitioning to a virtual environment to minimize COVID related health risks. COVID has extended timelines, changed how we communicate and collaborate, and made us reassess outreach and engagement methodologies. Through this time, CAMPO has continued to work on those tasks outlined in its FY21 UPWP. Notable accomplishments in FY21 include kickoff of the MPO's bicycle/pedestrian count program, partnering with economic development staff on a low income e-bike pilot, supporting the re-design of a bikeshare system in Corvallis, updating the Public Participation and Title VI plans, and spending significant effort on updating the Regional Transportation Plan.

In addition, staff conducted routine administrative activities such as coordinating monthly meetings, meeting performance measure requirements from ODOT, and attending quarterly meetings with statewide partners. Transit planning activities included attending regular meetings for the Linn Benton Loop Technical Advisory Committee and developing the Public Transportation Agency Safety Plan (PTASP) on behalf of the Corvallis Transit System (CTS). In January, CAMPO welcomed two new members to the Policy Board providing them with an updated version of the CAMPO member handbook.

Recently, CAMPO staff worked to disburse over \$900,000 in stimulus funding to members, leveraging millions of dollars in local funding, and insuring projects remained on track.

For reference it may be useful to have the FY2021 UPWP to read concurrently with this annual report. The FY2021 UPWP is available on [CAMPO's website](#).

## **About the Corvallis Area MPO**

The Corvallis Area Metropolitan Planning Organization, CAMPO, is the federally designated metropolitan planning area for the cities of Adair Village, Corvallis, Philomath, and Benton County. CAMPO is governed by a five-member Policy Board consisting of representatives of those entities, as well as the Oregon Department of Transportation. The Policy Board operates according to the adopted Operating Guidelines. CAMPO's Technical Advisory Committee (TAC) is made up of professional staff of the above entities, the ODOT Regional Planner and a representative from the Albany Transit System. The representatives of relevant federal and other state agencies have ex-officio status on the TAC. The TAC reviews technical materials and provides recommendations to the Policy Board.

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

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

## Summary of Tasks

### Task 1: Program Management

#### Overview:

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

#### Tasks Completed:

##### 110. MPO Operation

- Worked with the MPO Policy Board and the Technical Advisory Committee to meet the transportation planning and programming needs of the MPO Area
- Facilitated 11 Policy Board meetings, 9 Technical Advisory Committee meetings, and additional project-specific meetings as needed
- Coordinated 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.
- Virtually attended trainings, transportation-related conferences, and statewide and local transportation-related meetings including Oregon MPO Consortium, National Association of City Transportation Officials (NACTO) Conference, and Association of Metropolitan Planning Organizations (AMPO) annual conference.
- Involved the public in transportation planning and programming activities including the development of the FY2022 UPWP, Regional Transportation Plan (RTP) update, and regular amendments to the Transportation Improvement Program (TIP)
- Coordinated MPO's transportation planning and programming with the Cascades West Area Commission on Transportation (CWACT) and Oregon MPO Consortium (OMPOC). Attended regular staff meetings with OCWCOG, quarterly transit provider meetings, STIP meetings with ODOT and OMPOC meetings.
- Complied with all applicable federal requirements, particularly, Americans with Disabilities (ADA), Title VI requirements and Environmental Justice requirements
- Continued coordination of regional transportation projects within the CAMPO planning area, including but not limited to Van Buren Bridge, Highway 20 Safety Project, and OR-99W South Corvallis Facility Plan.
- Maintained CAMPO website with up to date information about MPO activities
- Submitted annual Title VI compliance report in November 2020 to state and federal partners
- Updated CAMPO Title VI Plan (adopted by Policy Board in October 2020)
- Updated CAMPO Public Participation Plan (adopted by Policy Board in December 2020)

##### 120. Development of Future Year Work Program

- Prepared FY2022 Unified Planning Work Program, held a federal and state review session, incorporated all comments, and obtained approval from Policy Board
- Developed the budget for the FY2022 Unified Planning Work Program and incorporated into the Oregon Cascades West Council of Governments budget

- Made amendments to the FY21 UPWP and budget as needed

### 130. MPO Administration

- Complied with required paperwork and documentation of activities as well as the maintenance of MPO records
- Reviewed quarterly invoices, performed accounting and bookkeeping duties
- Prepared and submitted semi-annual and annual reports to ODOT
- Posted Obligated Transportation Projects on CAMPO website, per Federal Requirements
- Maintained up to date information on the CAMPO website:  
<https://corvallisareampo.org/>
- Attended organizational and personnel-related meetings

### **Tasks to be Continued into FY2022:**

- All tasks complete

## **Task 2: Long Range Transportation Planning**

### **Overview:**

The purpose of this task is to provide for the long range transportation planning needs of the Corvallis Metropolitan Planning Area.

### **Tasks Completed:**

#### 220. Regional Count Program

- Refined methodology for implementing count program
- Identified count locations for first and second deployment of counters
- Deployed mobile count equipment on several multi-use paths throughout the CAMPO planning area. CAMPO expects continued deployment, including expansion to on-road count locations, to take place during each fiscal year moving forward
- Purchased replacement tubes for ongoing counts on multi-use path locations. No additional counting units or permanent counters were purchased during FY2021. Discussions about permanent count locations is ongoing.

#### 230. Technical Assistance to Communities

- Held kick off meeting and check-in meetings with Adair Village Trails Plan project team; presented information about the Adair Trails Plan to Adair Village City Council and Benton County Parks Board including project summary page; distributed outreach survey collecting information from the public
- Met with Philomath School Circulation Study consultant about data collection and City of Philomath about updated project timeline
- Assisting OCWCOG staff with Corvallis Bikeshare planning
- Provided support to Corvallis to Albany Multiuse Path Project

- Wrote letters of support for member applications to statewide competitive grant programs, including Community Paths and Transportation and Growth Management.

#### 250. RTP Update Preparation

- Started conversation looking at better aligning AAMPO and CAMPO RTP process and modeling
- AAMPO/CAMPO staff are working collaboratively to update the Corvallis/Albany/Lebanon Model (CALM) which will play a major role in the CAMPO RTP update
- Attended meetings with AAMPO and ODOT's Transportation Planning and Analysis Unit to prepare for CAMPO's RTP update

#### **Tasks to be Continued into FY2022:**

- Task 210 Tactical Urbanism was canceled due to the COVID-19 pandemic. This work task was not carried over into the FY2022 UPWP but CAMPO expects to discuss this type of project again in the future.
- Task 240- Mapping and Data Series; this work task was not carried over into the FY2022 UPWP but aspects of this work will be incorporated into the ongoing RTP update.

### **Task 3: Inter-Regional Transportation Planning**

#### **Overview:**

The purpose of this task is to provide for the public transportation planning needs of the CAMPO area.

#### **Tasks Completed:**

##### 310. Joint AAMPO Project

- Held joint CAMPO/AAMPO Policy Board meeting in March, 2021 to discuss regional matters of concern. Another joint Policy Board meeting is scheduled for fall 2021.
- Following the direction of the joint AAMPO/CAMPO Policy Board, staff developed a Transportation Growth Management (TGM) grant application to study issues of congestion, safety, and mobility along the Highway 20 corridor between the two MPOs. Grant application was submitted for consideration in July 2021.

##### 320. Transit Planning Coordination and Assistance

- Completed Public Transportation Agency Safety Plan (PTSAP), a new requirement from the Federal Transit Authority (FTA), on behalf of Corvallis Transit System (adopted December 2020)
- Provided technical assistance as needed to Corvallis Transit System, Benton County Transit and the Linn-Benton Loop Governing Board, disseminated information from state and federal partners
- Attended webinar, shared information related to Covid-19 (CARES Act) relief funding and state of practice bus operations

- Served on the Technical Advisory Committee of the Linn-Benton Loop and as the liaison between CAMPO Policy Board and the Loop Transit Service
- Continued to support the implementation of the Linn Benton Loop Service Development Plan
- Attended Benton County STIF meetings
- Supported transit feasibility study for service along Highway 99W between Junction City and McMinnville; continuing support for upcoming launch of new service along this corridor.
- Assisted in the development of a successful grant that will design Mobility Hubs at Oregon State University and Linn Benton Community College.

#### 320. Modeling and Legislative Coordination

- Provided technical assistance to the Linn-Benton Loop Governing Board
- Provided local knowledge and truth testing to ODOT's Transportation Planning and Analysis Unit (TPAU) as part of the update to the Corvallis/Albany/Lebanon Model (CALM)
- Participated during Oregon Modeling Steering Committee (OMSC) meetings and attended relevant Oregon Model Users Group (OMUG) events.

#### **Tasks to be Continued into FY2022:**

- Majority of tasks complete, work on Joint AAMPO Project (the only project not fully completed) will continue forward

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

#### **Overview:**

The purpose of this task is to continually perform transportation programming activities for the CAMPO planning area through the development of new Transportation Improvement Programs (TIP) and the upkeep of the existing TIP for inclusion in the Statewide Transportation Improvement Program (STIP).

#### **Tasks Completed:**

##### 410. 2030 OHAS Set-Aside

- CAMPO is expected to participate in the 2020 and 2030 Oregon Household Activity Survey. The OHAS is necessary to develop data that feeds the Corvallis/Albany/Lebanon Model (CALM). Annually, \$8,000 will be set aside, for a total of \$80,000 over 10 years. This money will be held in an account by ODOT through a memorandum of understanding. CAMPO set aside annual contribution for the 2030 OHAS.

##### 420. TIP Amendments

- Worked with ODOT staff to incorporate amendments and close out the FY2018-21 STIP
- Beginning in October 2020 -worked with ODOT staff to incorporate amendments to the FY2021-24 STIP as needed

#### **Tasks to be Continued into FY2022:**

- All tasks complete

## Budget Summary

The Corvallis Area MPO spent \$190,346.65, or 84% of its budget for the fiscal year. More details on amount spent by task are included below. The entirety of CAMPO's 5303 funding was drawn down, leaving any carryover savings as PL funding.

|                         | <b>TASK I</b> | <b>TASK II</b> | <b>TASK III</b> | <b>TASK IV</b> | <b>Total</b> |
|-------------------------|---------------|----------------|-----------------|----------------|--------------|
| <b>Budgeted Amount</b>  | 82,001.00     | 96,400.00      | 35,425.00       | 11,697.00      | 225,523.00   |
| <b>Amount Expended</b>  | 94,942.78     | 70,695.57      | 19,267.63       | 5,440.67       | 190,346.65   |
| <b>Percent Expended</b> | 115.8%        | 73.3%          | 54.4%           | 46.5%          | 84.4%        |
| <b>Amt. Unexpended</b>  | (12,941.78)   | 25,704.43      | 16,157.37       | 6,256.33       | 35,176.35    |