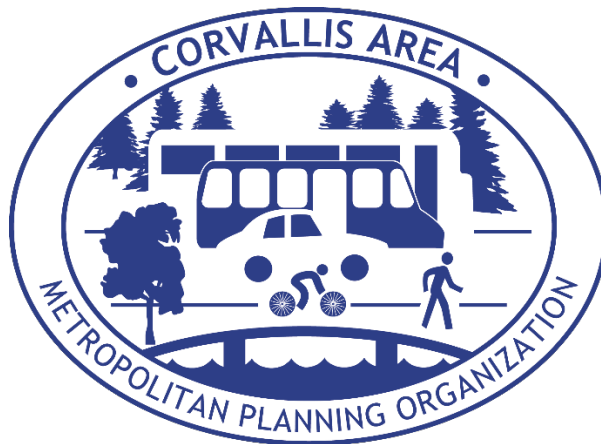


Fiscal Year 2023 Unified Planning Work Program Annual Report

**IGA 00008345-01
July 1, 2022 – June 30, 2023**



Corvallis Area Metropolitan Planning Organization

Submitted August 1, 2023

*A semi-annual report was submitted on January 31, 2023, covering the first half of the year.
This report covers the entire fiscal year.*

Prepared By

Corum Ketchum
Transportation Planner
Corvallis Area Metropolitan Planning Organization
Oregon Cascades West Council of Governments
Temporary Address:
1400 Queen Ave SE, Suite 205
Albany OR, 97322
541-223-7040
cketchum@ocwcog.org

Introduction

This annual report summarizes the work conducted by Corvallis Area MPO (CAMPO) staff between July 1, 2022, and June 30, 2023 (FY2023). This annual report is required through the Intergovernmental Agreement (IGA) with the Oregon Department of Transportation (ODOT), which provides the primary funding for the Unified Planning Work Program (UPWP) as a pass through from the Federal Highway Administration (FHWA).

FY2023 Overview

CAMPO is staffed by the Oregon Cascades West Council of Governments (OCWCOG). Staffing for CAMPO includes a full-time Transportation Planner, assistance from the Community Economic Development (CED) Operations Supervisor, and assistance as needed from the Transportation Planning Manager, CED Director, and other planning staff.

During the first half of FY2023, staff conducted routine administrative activities such as coordinating monthly meetings, meeting performance measure requirements from ODOT, and attending quarterly meetings with state partners. Transit planning activities included staffing and attending meetings for the Linn Benton Loop Technical Advisory Committee and Governing Board and providing assistance to the Corvallis Transit System (CTS) as needed.

One key activity during this period was preparing for the development of the FY2024-2027 Metropolitan Transportation Improvement Program (MTIP). CAMPO held a request for project proposals for the use of Surface Transportation Block Grant (STBG) during September and October 2022. Members of the CAMPO Technical Advisory Committee (TAC) scored projects made funding recommendations to the Policy Board. The Board has reviewed projects and is expected to consider approval in January 2023.

Other activities undertaken during the first half of FY2023 include continued reporting on the multi-modal count program and participation on the Open Streets Corvallis planning committee and at the event on August 14, 2022.

The second six months of FY2023, CAMPO was without a designated planner for approximately three months. This caused no interruptions in the regular activities of the MPO. During that time, the CAMPO finalized its list of awarded projects to the STBG program, developed and approved its FY2023-24 UPWP, and hired a new planner to manage the organization.

With the new planner hired, the MPO finalized its 2024-2027 MTIP, and supported its members and partners in transportation planning and fundraising, leading to ~\$1.5 million dollars in grant requests to the Oregon Carbon Reduction Program. CAMPO continued to provide staffing and support to the transit partners mentioned above, and to the Cascades West Area Commission on Transportation.

For reference it may be useful to have the FY2023 UPWP to read concurrently with this annual report. The FY2023 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 organization 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 and status of work plan tasks

Task 1: Program Management
<p>Overview</p> <p>The purpose of this task is to provide management and administrative support for the MPO's planning and programming activities.</p>
<p>Progress on Tasks</p> <p><u>110. MPO Operation</u></p> <p>Product: Regular meetings of the MPO Policy Board and Technical Advisory Committee (TAC), an up-to-date website, and a CAMPO presence at regional and state meetings.</p> <p>Status: One hundred percent (100%) complete:</p> <ul style="list-style-type: none">• Monthly TAC and Policy Board meetings were held, with in-person, remote, and hybrid options available for member and public participation.• Attended statewide meetings with MPOs ODOT and other key partners including Oregon Metropolitan Planning Organization Consortium, MPO/transit meetings, MTIP/STIP Coordination meetings.• Attended and staffed Linn Benton Loop Policy Board and TAC meetings, as well as regular OCWCOG meetings.• Participated as ex-officio on the Cascades West Area Commission on Transportation (CWACT) and as a member of the CWACT Technical Advisory Committee.• Attended trainings and transportation-related conferences including the 2022 Association of Metropolitan Planning Organizations conference.• Submitted annual Title VI accomplishment report in September 2022 to ODOT• Complied 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).• Coordinated regional transportation projects within the Corvallis Area MPO,

including but not limited to:

- Highway US 20 Safety Project.
- Van Buren Bridge Construction.
- 99W Corridor Plan.
- Other projects as necessary.

120. MPO Administration

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

Status: One hundred percent (100%) complete. The 4th quarter invoice was submitted on July 31, 2023. All previous invoices have been submitted and approved.

- Complied 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).

130. Annual Document Review

This sub task is intended to review, update and publish any changes to the major documents CAMPO is required to maintain. An annual review of the following documents will be conducted with updates completed as necessary:

- Developing the FY2024-2027 Metropolitan Transportation Improvement Program (MTIP)
- Posting of Obligated Transportation Projects on the website, per Federal Requirements.
- Reviewing the Title VI/Non-discrimination Plan.
- Reviewing the Public Participation Plan.
- Developing the FY24 Unified Planning Work Program and budget, and subsequent approval.
- Amending the FY23 Unified Planning Work Program as needed.

Product: An FY2024 Unified Planning Work Program (UPWP) that outlines the work program and budget for the coming year. Amendments to federal planning documents as needed.

Status: One hundred percent (100%) complete:

- Reviewed draft FY2024 UPWP projects with CAMPO Technical Advisory Committee and Policy Board.
- The FY2024 UPWP was developed between Q4 2022 and Q2 2023, with adoption April 19th, 2023.
- Submitted annual Title VI accomplishment report in September 2022 to ODOT.
- The 2024-2027 MTIP was developed between Q3 2022 and Q2 2023, with adoption on June 14th, 2023.

140. MPO Education and Training

Product: This sub task is intended to educate and inform newly appointed Policy Board members, as well as members of the public about the role MPOs have in coordinating regional transportation planning. Additional trainings on principles of transportation planning were also considered.

Topics include:

- What is an MPO?
- MPO's role in transportation planning.
- Transportation planning principles.
- Walking, bicycling, and transit tours of the CAMPO planning area.
- Transportation oriented speaker series (may be done in conjunction with AAMPO).

Status: Fifty percent (50%) complete. An overview of MPO planning and programming activities for incoming Board members is scheduled to take place at the January 2023 Board meeting.

Task 2: Long Range Transportation Planning

Overview

The purpose of this task is to provide for the long-range transportation planning needs within the Corvallis 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.

Progress on Tasks

210. Regional Transportation Plan Implementation

An update to the Corvallis Area MPO's Regional Transportation Plan (RTP) was recently completed in spring 2022. The purpose of this work item is to shift staff effort from RTP development to project implementation including dissemination of information about the plan and pursuit of project funding.

Product: Development of high-level overview document summarizing the CAMPO RTP for elected officials and general public, progress funding projects listed in RTP, amendments to RTP as needed.

Status: Fifty percent (50%) complete. FY2024-27 CAMPO STBG funding process has included discussion of RTP and RTP goals. High-level overview has not yet been developed. CAMPO is participating as part of the AAMPO RTP update process which is currently ongoing.

220. White Paper on Emerging Mobility Technology

States, cities, and regions across the United States are facing a number of challenges, and potential benefits, with the advent of technological advances in mobility and transportation. Dockless bikeshare and electric scooters are two modes that have proliferated in cities up and down the West Coast over the past several years. There is ongoing conversation about whether these new technologies are a nuisance or provide a measurable benefit to the transportation system at large. In addition, the roll out of autonomous and connected vehicles is unknown and there are many policy implications for cities to consider. This task will take a broad-brush approach to researching what other cities are doing, evaluate any guidance and collaboration opportunities with Oregon Department of Transportation, and provide recommendations on what CAMPO's member cities should consider for policy implementation.

Product: White paper on policy issues related to emerging technology in transportation.

Status: No work to date on this task. After review with the TAC and Policy Board, this task has been shelved for the time being.

230. Technical Assistance to Communities

CAMPO continues to work to provide service to member communities. This work item allocates 30 hours of staff time to the four member jurisdictions to work towards a long-range transportation project. Technical assistance can apply to a variety of work tasks but must adhere to requirements in 23 CFR 450, which outline the tasks eligible for reimbursement with PL funding. This includes but is not limited to:

- Transportation Scoping Studies.
- Bicycle/Pedestrian/Vehicle Count Analysis.
- Transportation System Plan Project Identification.
- Conceptual Design Recommendation.

Product: 120 hours of staff time to CAMPO members. A summary of tasks completed presented to the Technical Advisory Committee and Policy Board

Status: One hundred percent (100%) complete:

- Adair Village Trails Plan complete.
- Philomath School Circulation Study complete.
- Philomath Boulevard Redesign study started.
- Carbon Reduction Grants submitted for multiple projects.

240. CAMPO Multi-Modal Count Program

The Corvallis Area MPO started a multimodal count program in FY20 and continues this program on an ongoing basis. This task will cover staff time to deploy counters, collect data, and prepare summary reports. Counts have been identified through conversations with the TAC and Policy Board. Each location will be counted for between two and eight weeks. Summary reports will be published on CAMPO's website.

Product: Continued deployment of mobile counters, selection of permanent count locations, interfacing with other MPOs and state partners to build a statewide multimodal count program.

Status: In progress and ongoing, hundred percent complete (100%). Continued deployment as begun into summer/fall 2023 and into future fiscal years.

Task 3: Inter-Regional Transportation Planning

Overview

The purpose of this task is to focus on the inter-regional needs and opportunities of the Corvallis Area Metropolitan Planning Area. Due to the inextricable ties with Albany Area Metropolitan Planning Organization (AAMPO), and commute sheds extending well beyond the MPO boundary, this task focuses on projects that impact both MPO areas. This task is funded through a

combination of PL and 5303 Funds.

Progress on Tasks

310. AAMPO Coordination

As the greater Corvallis-Albany region grows in both population and employment, there will be increased stress on the major commute routes through the region. This Task allocates money towards coordination with AAMPO to address regional travel demand. Started in Fiscal Year 2020, both AAMPO and CAMPO expect the conversation to continue into FY23-24.

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

Status: Seventy percent (70%) complete. Joint AAMPO/CAMPO meetings not yet held but planned for summer/fall 2023. AAMPO/CAMPO have an on-going bi-weekly coordinating staff meeting and regular staff level check ins. CAMPO also participates in a bi-monthly check in with AAMPO staff, CAMPO staff, and Albany Transit System staff to discuss issues of joint importance including the Linn Benton Loop. Worked with AAMPO to align core documents and continued sharing of funding and education opportunities is ongoing. Finally, CAMPO staff is helping support AAMPO with the 2023 RTP update.

320. Transit Planning Coordination and Assistance

Oregon passed House Bill 2017, which allocates significant funding for transit expansion. With new funding every two years, cities, counties and transit agencies are actively working to keep up with increases in transit funding and service while balancing other transportation needs. With service expanded unilaterally across the state, CAMPO staff work to keep everyone in the region updated on regional transit improvements. In FY21, CAMPO prepared the Public Transit Agency Safety Plan (PTASP) for Corvallis Transit System. As that document requires updating once a year, that will be incorporated into this task.

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

Status: One hundred percent (100%) complete. Provided staff support for both the Linn Benton Loop Technical Advisory Committee (TAC) and Policy Board. Continued to serve on the Linn Benton Loop TAC. Also attended Linn Benton Loop Policy Board meetings. Attended in person events to promote the expansion of the Linn Benton Loop bus service. PTASP review will take place during fall/winter of 2023.

330. Transit Workforce Study

Transit systems nationwide have struggled to maintain service during the COVID 19 pandemic. Both Albany Transit System (ATS) and Corvallis Transit System (CTS) have suffered from a lack of bus drivers – resulting in the closing of bus routes and delays in planned transit expansions. The Transit Workforce study will identify strategies to help reduce negative impacts to transit service associated with lack of bus drivers. The study, conducted jointly with AAMPO, may include interviews and focus groups with current and past bus drivers, case studies of other transportation agencies, and an exploration of educational partnerships for bus driver licensing.

Product: Identification of strategies for reducing negative impacts to transit service associated with lack of bus drivers.

Status: Twenty-five percent (25%) complete. Scope of work complete. Consultants hired from the University of Oregon Institute for Policy Research and Engagement (IPRE). Literature review complete. Stakeholder interviews representing ~25% of the remaining workplan to occur during summer/fall 2023. Findings and policy recommendations (~50% of the workplan) to be delivered late fall 2023.

340. Travel Modeling and OHAS

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). CAMPO 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 CAMPO and AAMPO.

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 Steering Committee (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. CAMPO is involved in the OHAS effort though the MPO's commitment to provide funding (Task 430) 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.

Status: Fifty percent (50%) complete. CAMPO staff is participating in OHAS effort, including in conversations with key stakeholders, including the OMSC, ODOT and Oregon State University.

Task 4: Transportation Programming

Overview

The purpose of this task is to continually perform transportation programming for the Corvallis 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).

Progress on Tasks

410. MTIP Amendments

This task provides for the necessary amendments to the FY21-24 MTIP and STIP documents. The amendments are generally initiated either by member jurisdictions or by ODOT.

Product: Up to date FY21-24 MTIP document.

Status: One hundred percent (100%) complete. Worked with ODOT staff, CAMPO Technical Advisory Committee, and CAMPO Policy Board on amendments to the 2021-24 MTIP/STIP.

420. FY2024-2027 MTIP Development

With a new Statewide Transportation Improvement Program expected to be adopted in 2023, the process to develop it begins in 2022. This task will involve a review of project evaluation criteria,

the solicitation of projects, public engagement, and development of an MTIP document to be included in the STIP.

Product: 2024-2027 MTIP/STIP.

Status: One hundred (100%) complete. CAMPO held a request for project proposals for the use of Surface Transportation Block Grant (STBG) during September and October 2022. Members of the CAMPO Technical Advisory Committee (TAC) scored projects made funding recommendations to the Policy Board. The Board has reviewed projects and approved a list of projects, totaling at just more than \$1 million per year.

The CAMPO policy board has approved the 2024-2027 MTIP/STIP prepared by staff, and it has been submitted to ODOT and the Governor's office for adoption into the Oregon STIP.

430. 2030 OHAS Set-Aside

CAMPO is expected to participate in the 2030 Oregon Household Activity Survey, coordinated by ODOT, the Oregon Modeling Steering Committee and statewide MPO partners. 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 CAMPO to offset the costs without using STBG funds member agencies need for construction projects. 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.

Product: Starting in FY21 and continuing to FY30, a total of \$80,000 to contribute to 2030 OHAS.

Status: Ongoing for this fiscal year and into the future.

Task 5: Special Projects

Progress on Tasks

510. Highway US 20/OR 34 Planning Study

Highway 20/34 between Philomath and I5 is a key corridor connecting the CAMPO and AAMPO regions, transporting commuters, recreationalists, freight, and local residents. The corridor is expected to see increased traffic as the region grows in population. While many jurisdictions identify the Highway 20/34 Corridor as an issue during their recently developed transportation system plans, none of them dive into the details of solutions.

This project, in coordination with AAMPO, ODOT's Transportation Planning and Analysis Unit (TPAU), and consultants, will investigate a range of multi-modal investments that can decrease demand along the corridor for single occupancy vehicles, thereby reducing greenhouse gas emissions, reducing the need to expand the highway, and allowing for efficient travel by all modes.

Product: Identification of project stakeholders and goals, existing and future conditions analysis, identification of corridor solutions and implementation measures, final plan document.

Status: Twenty five percent (25%). A scope of work has been drafted, and a consultant has been selected to deliver on the work product.

520. Special Project Pool

The special project pool task is included here to enable CAMPO to pursue projects of interest as opportunities arise. Projects will require input from the CAMPO Technical Advisory Committee and Policy Board.

Product: Product is dependent on the projects pursued and interests of the CAMPO TAC and Policy Board.

Status: Ongoing. Staff have provided considerable technical assistance on behalf of its members towards applications for the Oregon Carbon Reduction Program. If funded, the grant would provide critical dollars to elevate the long-planned HWY20 Corvallis to Albany Path project to shovel-ready status. Dollars have also been requested for sustainable equipment to maintain CAMPO's growing regional multiuse transportation infrastructure network.

The following page provides an overview of task completion for the entirety of the FY2023 UPWP. In all, the MPO was able to deliver an unweighted 76% of its workplan, including 100% of its required duties (Tasks 110, 120, 130 and 410, 420)

Task Completion by Percent

The table below lists the tasks outlined in the FY2023 UPWP, which are estimated to be seventy-six percent (76%) complete.

Task	Estimated Percent Complete
TASK 100: Program Management	88%
110: MPO Operation	100%
120: MPO Administration	100%
130: Annual Document Review	100%
140: MPO Education and Training	50%
TASK 200: Long Range Transportation Planning	83%
210: Regional Transportation Plan Implementation	50%
220: White Paper on Emerging Mobility Technology	NA
230: Technical Assistance to Communities	100%
240: CAMPO Multi-Modal Count Program	100%
TASK 300: Inter-regional Transportation Planning	61%
310: AAMPO Coordination	70%
320: Transit Planning Coordination & Assistance	100%
330: Transit Workforce Study	25%
340: Travel Modeling and OHAS	50%
TASK 400: Transportation Programming	100%
410: MTIP Amendments	100%
420: FY2024-2027 MTIP Development	100%
430: 2030 OHAS Set-Aside	NA
TASK 500: Special Projects	25%
510: Highway US 20/OR 34 Planning Study	25%
520: Special Project Pool	NA
TOTAL	76%

The table on the following page illustrates the amount budgeted toward each subtask.

Actual Costs/ Budget Summary

It is estimated CAMPO has spent \$131,255 of the annual budget halfway through the fiscal year. More details are available in the table below.

Item	Amount
Budgeted Amount	\$ 256,937
--Amount Expended	\$ 244,216
--Percent Expended	95%

A budget breakdown by Task is below.

	TASK I	TASK II	TASK III	TASK IV	TASK V	Total
Budgeted Amount Per Task PL & 5303	\$ 62,000.00	\$ 64,000.00	\$ 45,000.00	\$ 24,000.00	\$ 61,936.75	256,936.75
Amount Expended YTD	129,951.45	48,065.99	37,662.84	28,535.29		244,215.56
Percent Expended	209.6%	75.1%	83.7%	118.9%		95.0%
Amt. Unexpended	(67,951.45)	15,934.01	7,337.16	(4,535.29)		12,721.19