



## 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 Agenda

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**Date:** Wednesday, June 24, 2020  
**Time:** 2:30 to 4:30 pm  
**Location:** Join Zoom Meeting: <https://us02web.zoom.us/j/86307042075>  
Phone: 1-669-900-6833  
Meeting ID: 863 0704 2075  
Password: 257316  
**Contact:** Dana Nichols, Transportation Planner

1. 2:30      **Call to Order, Agenda Review, and Introductions**      **Chair Malone**
2. 2:40      **Public Comment**      **Chair**
3. 2:45      **Approval of Meeting Minutes**      **Chair**  
*May 27, 2020 Policy Board Minutes (Attachment A)*  
**ACTION: Approve Minutes**
4. 3:00      **Public Participation Plan**      **Dana Nichols**  
Staff will provide an overview of the Public Participation Plan and suggest areas for improvement. The Board is asked to provide guidance and recommendations on needed updates to inform the next iteration of the Plan.  
**ACTION: Discussion**
5. 3:20      **RTP Update**      **Nick Meltzer**  
As we approach the beginning phases of planning for the next Regional Transportation Plan (RTP) update, staff is requesting feedback from the Board about what went well, and what could have gone better during the last process.  
**ACTION: Discussion**
6. 3:45      **Discussion of Other Work Items**      **Staff**  
- MPO/OCWCOG IGA Update  
- Active Transportation Plan Update  
- Cancel July 22<sup>nd</sup>, 2020 meeting  
**ACTION: Discussion**
7. 4:00      **Jurisdictional Updates**      **All**  
**ACTION: Discussion**
8. 4:30      **Adjourn**

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The meeting location is accessible to persons with disabilities. Sign language, interpreter services or other accommodations can also be provided by contacting Emma Chavez at least 48 hours prior to the meeting. Emma can be reached at 541-967-8551 (TTY/TTD 711) or [echavez@ocwcog.org](mailto:echavez@ocwcog.org).

**ALBANY METROPOLITAN PLANNING ORGANIZATION  
POLICY BOARD REMOTE MEETING**

**Wednesday, May 27, 2020**

**2:30 – 4:30 pm**

Oregon Cascades West Council of Governments

Zoom Conference Call

**DRAFT MINUTES**

**Members:** Savannah Crawford, Commissioner Pat Malone, and Bill Coburn

**Alternates:** Gary Stockhoff, Walt Perry, Georgia Edwards, Chris Bailey

**Guests:** Barry Hoffman

**Staff:** Dana Nichols, Nick Meltzer, Emma Chavez

<b>TOPIC</b>	<b>DISCUSSION</b>	<b>DECISION / CONCLUSION</b>
1. Call to Order, Agenda Review, and Introductions		<b>Meeting called to order at 2:32 pm by Chair Commissioner Pat Malone.</b>
2. Public Comment		<b>There were no public comments.</b>
3. Approval of Meeting Minutes from April 22, 2020		<b>Consensus to approve the April 22, 2020 meeting minutes as presented.</b>
4. Transportation Improvement Program	<p>Staff Dana Nichols noted that the 21-24 TIP was recommended for approval by the TAC at their last meeting. Not much has changed since the last time it was approved.</p> <p>Updates:</p> <ul style="list-style-type: none"> <li>• Added section of performance measures</li> <li>• Info under STBG program; projects are no longer mentioned on the TIP, however, the funds and project selection process are noted</li> <li>• Listed anticipated projects, expected funding and tentative dates for funding</li> <li>• PL funds temporarily lower</li> </ul>	<b>Consensus by the Policy Board to approve the 21-24 Transportation Improvement Program.</b>

	<ul style="list-style-type: none"> <li>• Enhanced Mobility Program and Oregon Transportation Network are 5310 projects added</li> <li>• Some projects still need information updated</li> </ul> <p>Nichols asked for members to consider approval of the document. Members discussed and met consensus to approve the 21-24 Transportation Improvement Program.</p> <p>Railroad project: ODOT rail portion; crossing and signals will be improved. Tracks will be replaced. City has funding to redo Queen Avenue to Geary. Three projects are being coordinated.</p>	
<p>5. TIP Amendments</p>	<p>Nichols noted that there are many TIP amendments; she reviewed these with members.</p> <p><b>K22226: Bus Barn Capital Set Aside</b>          The City of Albany has requested an amendment to the Transportation Improvement Program (TIP) for the region to add a new project: Bus Barn Capital Set Aside. The total project cost is \$1,018,750 to be used for engineering, design, and construction of a bus barn to ensure continued and improved service. Any revisions to the TIP must follow the procedures set forth by the approved document. In this case, the request falls under a “TIP Amendment” because this is a new project. TIP Amendments require approval of the MPO Policy Board at a public meeting, as well as a 30-day comment period for the public, which occurred between April 29 and May 29, 2020.</p> <p><b>K18850: Corvallis to Albany Trail: Scenic Dr – Springhill</b>          The Oregon Department of Transportation (ODOT) has requested an amendment to the 18-21 Transportation Improvement Program (TIP) for the region. The Amendment will cancel the construction phase from the current STIP and instead deliver the project in the FY21-24 STIP in FFY22. Any revisions to the TIP must follow the procedures set forth by the approved document. In this case, the request falls under a “TIP Amendment” because this is a new project. TIP Amendments require approval of the MPO Policy Board at a public meeting, as well as a 30-day comment period for the public, which occurred between May 7,</p>	<p><b>Consensus by the Policy Board to approve the TIP Amendments as presented.</b></p>

	<p>and June 6, 2020.</p> <p><b>K21185: Queen Ave Railroad Crossing</b>  The Oregon Department of Transportation (ODOT) has requested an amendment to the 18-21 Transportation Improvement Program (TIP) for the region. The Amendment will add additional funding to the project. The justification for the additional funds is that not enough funds originally programed in PE. Need additional funds to cover the cost of railroad design, site diagnostic and internal design work prior to submitting for railroad review/cost estimate. Not enough funds in RW phase. Need to have RW available in order to minimize delays in schedule for obligating funds. Funds to come from Rail Crossing Program. Moving some money from the Other phase as this phase is to pay the railroad for their work. The money move from Other phase to PE is to pay for the railroad design work which will be coming out of PE but was not included in the original PE</p> <p><b>K22004: Salem Avenue: Cox Creek Bridge (Albany)</b>  The Oregon Department of Transportation (ODOT) has requested an amendment to the 18-21 Transportation Improvement Program (TIP) for the region. The Amendment will cancel the project from the current 18-21 STIP and instead delivered in the 21-24 STIP. This PE phase of this project was amended into the 18-21 TIP by the AAMPO Policy Board at their February Meeting, however changes in delivery timing have pushed this project back. Any revisions to the TIP must follow the procedures set forth by the approved document. In this case, the request falls under a "TIP Amendment" because this is a new project. TIP Amendments require approval of the MPO Policy Board at a public meeting, as well as a 30-day comment period for the public, which occurred between May 7, and June 6, 2020.</p> <p><b>K20183: OR99E @ Airport Rd. (Albany)</b>  The Oregon Department of Transportation (ODOT) has requested an amendment to the 18-21 Transportation Improvement Program (TIP) for the region. The Amendment will add \$112,800 to Right of Way and \$237,196 to Construction, increasing the total project cost from</p>	
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	<p>\$1,860,000 to \$2,209,996. Any revisions to the TIP must follow the procedures set forth by the approved document. In this case, the request falls under “TIP Adjustment” because this is an increase in 18% of the total project cost. TIP Adjustments require approval of the MPO Policy Board at a public meeting, but not a 30-day comment period for the public.</p> <p>Nichols noted that these amendments are housekeeping, STIP adjustments that need to be made before the document closes for amendments until Fall 2020.</p>	
<p>6. Discussion of Other Work Items</p>	<p>IGA between AAMPO and OCWCOG – Staff Nick Meltzer advised that there is an agreement between AAMPO and OCWCOG for staffing and fiscal services. The IGA expires at the end of June. Meltzer moved on to review the IGA and noted that the biggest change is in insurance and liability.</p> <p>Chris Bailey noted that she is unsure of the legal and financial responsibilities of the MPO and that it would be helpful to have a clear answer. Meltzer and Crawford noted that MPOs are federally recognized, independent bodies required to perform specific duties but that it would be very helpful to have Bailey’s questions answered. Members weighed in and requested for Bailey and staff to look into those questions and provide feedback to members. In the meantime, members agreed to extend the existing contract through three more months after its expiration. Staff was also requested to look at other MPO structures and provide findings to members.</p>	<p><b>Consensus to extend the current IGA from July 1<sup>st</sup> through end of September 2020.</b></p> <p><b>Staff to look into other MPO structures and provide findings to members at a future meeting.</b></p>
<p>7. Jurisdictional Updates</p>	<p>City of Jefferson – On Monday, June 1<sup>st</sup> will open City Hall offices to the public, keeping social distancing.</p> <p>Benton County – Reopened to the public as of yesterday, May 27<sup>th</sup>. A couple of projects have come in underbid. Working on implementing reopening requirements. Dial-a-bus ridership has been down since mid-March. The last couple of weeks have had more people calling for the Coast to Valley and with CARES funding, planning to reopen the service on June 8<sup>th</sup> in conjunction with Lincoln County.</p>	

	<p>City of Albany – The City Council meeting tonight will vote on the CARES act funding for public transit. Construction projects have started. Made adjustments to the transit service when Governor Brown’s stay-at-home order was announced and is now working on the phase 1 reopening.</p> <p>Benton County – The Loop Board met yesterday and discussed transit ridership. While it was noted that ridership is at its lowest, those utilizing services do so for essential services.</p> <p>ODOT – Is doing paving work on Highway 20.</p> <p>City of Tangent – will be opening up city hall by Monday, June 1<sup>st</sup>. City Council and Planning Commission meetings will continue to be held remotely.</p> <p>OCWCOG – Meltzer moved into the Transportation Manager earlier this year and is overseeing all transportation projects. OCWCOG will be extending a counter-offer for the Executive Director position and we hope to hear back soon. At department level; Community and Economic Development Director Phil Warnock is on personal leave and Meltzer is helping cover his work. The department is seeing increasing work requests and will be hiring a coastal planner. Additional staff capacity may be added during the summer.</p>	
8. Adjourn	Next meeting Wednesday, June 24, 2020.	<b>Meeting adjourned at 3:30 pm.</b>