



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

Date: Wednesday, August 26, 2020
Time: 2:30 to 4:30 pm
Location: Join Zoom Meeting: <https://us02web.zoom.us/j/85852786484>
Phone: 1-669-900-6833
Meeting ID: 858 5278 6484
Password: 890442
Contact: Catherine Rohan, Transportation Planner

1. 2:30 **Call to Order, Agenda Review, and Roll Call** **Chair Malone**

2. 2:35 **Public Comment** **Chair**

3. 2:40 **Approval of Meeting Minutes (Attachment A)** **Chair**
June 24, 2020 Policy Board Minutes

ACTION: Approve Minutes

4. 2:45 **AAMPO/OCWCOG IGA Executive Session** **Chair**
To discuss any questions related to the updated IGA between AAMPO and OCWCOG, specifically if there are any changes to liability language and role clarification. *Note this is an executive session and staff nor members of the public are able to attend this portion.*

ACTION: Approve updated IGA

5. 3:05 **TIP Amendments (Attachment B)** **Nick Meltzer**
KN's 17625, 18510, 21176

ACTION: Approval of Amendments

6. 3:30 **Regional Transportation Plan Update (Attachment C)** **Nick Meltzer**
Based on input from the last meeting, staff developed a tentative outline for updating the AAMPO RTP and will present it for discussion.

ACTION: Discussion

7. 3:45 **Regional Active Transportation Plan Update (Attachment D)** **Staff**
Update on scope of work and roles of involved parties

ACTION: Discussion

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.

8. 4:00 **Discussion of Other Work Items**
- 2024-2027 STIP Engagement
[ODOT STIP Webinar](#) & [Survey](#)

James Feldmann/Staff

ACTION: Discussion

9. 4:15 **Jurisdictional Updates**

All

ACTION: Discussion

10.4:30 **Adjourn**

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

Wednesday, June 24, 2020

2:30 – 4:30 pm

Zoom Conference Call

DRAFT MINUTES

Members: Bill Coburn, Dave Beyerl, Pat Malone, Savannah Crawford, Greg Jones, and Darrin Lane

Alternates: Gary Stockhoff, Chris Bailey, James Feldmann, and Walt Perry at 3:12 pm

Guest: Barry Hoffman

Staff: Dana Nichols, Nick Meltzer, Emma Chavez

TOPIC	DISCUSSION	DECISION / CONCLUSION
1. Call to Order, Agenda Review, and Introductions		Meeting called to order at 2:30 pm by Chair Commissioner Pat Malone.
2. Public Comment		There were no public comments.
3. Approval of Meeting Minutes from May 27, 2020		Consensus to approve the May 27, 2020 meeting minutes as presented.
4. Public Participation Plan	<p>Staff Dana Nichols advised that AAMPO just updated its Title VI Plan and there is a requirement to update the Public Participation Plan (PPP) at the same time. Nichols moved on to provide a presentation of the PPP update process.</p> <p>Member Feedback:</p> <ul style="list-style-type: none"> • Virtual meetings are helpful and accessible to the public • Note that public can reach out to staff for assistance with virtual meeting connection and/or a physical place to meet at • Ensure remote/virtual meetings are addressed on PPP • Loop transportation related partners • The Albany Area MPO has a high Spanish speaking population and bilingual information should be made available in Spanish 	Staff will incorporate input and bring an updated version to a future meeting.

<p>5. RTP Update</p>	<p>Staff Nick Meltzer reported that staff has been discussing what the process will be for the Regional Transportation Plan (RTP) update. The current RTP was approved in 2018 and the next one needs to be approved by 2023. The process needs to begin at least eighteen months ahead of approval. ODOT has indicated that it would be helpful to align the AAMPO and CAMPO RTPs.</p> <p>Staff advised that they would like members to think about the following questions in order to give guidance on how to move forward:</p> <ul style="list-style-type: none"> • How do jurisdictions use the RTP now? • Do the goals still align for the AAMPO area? • Are the projects listed in the RTP what AAMPO wants? • Are there procedural things that need to be changed? <p>Member Feedback:</p> <ul style="list-style-type: none"> • Darrin lane was involved in the first RTP development and he would like to have a more streamlined process • Provide a summary of the current plan for AAMPO to provide feedback on how much it needs to be updated • Work towards a light update for the next 5 years and a more comprehensive update in 10 years <p>Meltzer advised that CAMPO discussed using the 2010 base year and review if what the model said would happen, actually happened. Based on that result, decide how that answers the decision process for the next 5-10 years.</p>	<p>Staff to develop a list of recommendations and send it and a link to the current RTP to AAMPO members.</p> <p>RTP Update will be placed on the next meeting agenda.</p>
<p>6. Discussion of Other Work Items</p>	<p>➤ MPO/OCWCOG IGA Update There were a few questions from members last time in regards to the IGA. Staff reached out with those questions to the COG attorney and they determined it would be best for them to attend the next meeting and answer questions during an executive session.</p> <p>OCWCOG has scheduled interviews for the AAMPO lead staff position for this Friday and next Monday. Chris Bailey and</p>	

	<p>James Feldmann are on the interview panel. The hope is for the new staff to begin in mid-July.</p> <ul style="list-style-type: none"> ➤ Active Transportation Plan Update Working to get IGA in place by early July. ➤ Cancel July 22nd meeting Members agreed to cancel the July 22nd Board meeting. Agenda items for August include; Active Transportation Plan Update, Public Participation Plan (PPP), and Regional Transportation Plan (RTP). 	
<p>7. Jurisdictional Updates</p>	<p>OCWCOG:</p> <p>Nichols had been a part of the Salem to Albany I5 Feasibility Study Consultant Selection Committee for the Cherriots project that looks at transit service from Salem to Albany. That project is moving forward. The consultant has been selected.</p> <p>COG and Jefferson has been moving forward with the Jefferson TSP process. AAMPO will be co-project managing with the City of Jefferson.</p> <p>Strategic Assessment – Cody Meyer with DLCD should be coming back for an update later this year.</p> <p>Jurisdictional Updates:</p> <p>City of Albany – Is starting with its usual summer work.</p> <p>Benton County – Commissioner Malone was on a working vacation last week at Bear Creek Greenway that has a bike/ped path connecting from Ashland to Medford. He advised that the path is well used and is something our region should continue to keep in mind for future planning.</p> <p>Linn County – The sidewalk project over Cox Creek is progressing</p>	

	<p>with the easy part almost done. When this is completed, it will provide continues travel through to Albany. Have three other bridge projects that started construction on; one near mill city, one near waterloo, and another in the Halsey area.</p> <p>Benton County – Ridership on transit is about 20%. It has bumped up a bit after reopening the Coast to Valley which goes to the Amtrak station. The 99 Express is still not running. Stockhoff heard that in the short session, they are discussing the combining of STF and STIF funds, as well as loosening the use of STIF funds for operations instead of just expansion. In regards to the Corvallis to Albany trail; the north Albany section of the trail will be resubmitted to the railroad. If can get these through, will be able to continue with the path. The consultant is working on this.</p>	
8. Adjourn	July meeting cancelled. Next meeting August 26, 2020.	Meeting adjourned at 3:34 pm.



Albany Area Metropolitan Planning Organization

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Date: September 20, 2019

To: *Albany Democrat-Herald*, Pam.Burright@qtconnect.com

From: Dana Nichols, dnichols@ocwcog.org

Re: **Legal Advertising / Public Notice**

Please publish the following legal notice once the week of September 23, 2019. Send the proof and invoice to Emma Chavez at echavez@ocwcog.org. Thank you.

NOTICE OF PUBLIC COMMENT PERIOD **Albany Area Metropolitan Planning Organization** ***Transportation Improvement Program Amendment***

From September 23 – October 23, 2019, the Albany Area Metropolitan Planning Organization (AAMPO) requests public input on an Amendment to the *Transportation Improvement Program (TIP)* for Federal Fiscal Years (FY) 2018-2021. The Amendment would cancel projects with Key Numbers 19125 and 19127. The funding for these projects was initially allocated to Linn County in 2014 and 2015 using AAMPO Surface Transportation Block Grant (STBG) money, however the projects were ultimately funded through the State Planning and Research funds in FY2016 (KN17625) and FY2017 (KN18510). The existing key numbers associated to the STBG funding need to be canceled before the creation of the next *Metropolitan Transportation Improvement Program*.

The AAMPO Policy Board is expected to review the Amendment at their October 23, 2019 meeting. The *TIP* is the formal programming mechanism by which AAMPO allocates funding to surface transportation projects identified in the AAMPO *Regional Transportation Plan (RTP)*. The *TIP* identifies capital and non-capital projects within the AAMPO planning area that are proposed for Federal funding during Fiscal Years covered by the *TIP*.

Please provide comments to Oregon Cascades West Council of Governments (OCWCOG) Planner Dana Nichols via email at dnichols@ocwcog.org, or in writing to AAMPO; 1400 Queen Avenue SE, Suite 205; Albany, OR 97322. A copy of the *TIP*, including this Amendment, is available at www.OCWCOG.org/AAMPO and at the OCWCOG office at the above address. Copies may also be requested by emailing dnichols@ocwcog.org or by calling 541-924-4548.

The AAMPO Policy Board is scheduled to meet at 2:30 pm on Wednesday, October 23, 2019 at the OCWCOG office; 1400 Queen Avenue SE; Albany, OR 97322 (Upstairs Conference Room). If assistance is needed to participate in this meeting, please contact OCWCOG at 541-967-8551 (TTY/TTD 711) or echavez@ocwcog.org. Notification of at least 48 hours prior to the meeting will assist staff in providing reasonable accommodation.

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About the Albany Area Metropolitan Planning Organization

The Albany Area Metropolitan Planning Organization (AAMPO) is the Metropolitan Planning Organization (MPO) for the Albany Urbanized Area. Members include the Cities of Albany, Jefferson, Millersburg, and Tangent, as well as Benton and Linn Counties, and the Oregon Department of Transportation. Staffing is provided through a contract with the Oregon Cascades West Council of Governments (OCWCOG). MPOs are federally funded and required for metropolitan areas with populations over 50,000, and are a venue for collaboration and coordination regarding regional transportation planning. For information, visit www.ocwcog.org/aampo.



Albany Area Metropolitan Planning Organization
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Date: June 30, 2020
To: *Albany Democrat-Herald*, Pam.Burright@gtconnect.com
From: Dana Nichols, dnichols@ocwcog.org
Re: **Legal Advertising / Public Notice**

Please publish the following legal notice once the week of July 6, 2020. Send the proof and invoice to **Emma Chavez** at echavez@ocwcog.org. Thank you.

NOTICE OF PUBLIC COMMENT PERIOD
Albany Area Metropolitan Planning Organization
Transportation Improvement Program Amendment

From July 1– July 31, 2020, the Albany Area Metropolitan Planning Organization (AAMPO) requests public input on Amendments to the *Transportation Improvement Program (TIP)* for Federal Fiscal Years (FY) 2018-2021. An amendment to cancel Key Number 21176 is requested because the project will use state fund exchange dollars to proceed.

The AAMPO Policy Board is expected to review this Amendment at their August 26, 2020 meeting. The *TIP* is the formal programming mechanism by which AAMPO allocates funding to surface transportation projects identified in the AAMPO *Regional Transportation Plan (RTP)*. The *TIP* identifies capital and non-capital projects within the AAMPO planning area that are proposed for Federal funding during Fiscal Years covered by the *TIP*.

Please provide comments to Oregon Cascades West Council of Governments (OCWCOG) staff, Emma Chavez, via email at echavez@ocwcog.org, or in writing to AAMPO; 1400 Queen Avenue SE, Suite 205; Albany, OR 97322. A copy of the *TIP*, including this Amendment, is available at www.OCWCOG.org/AAMPO and at the OCWCOG office at the above address. Copies may also be requested by emailing echavez@ocwcog.org or by calling 541-924-8405.

The AAMPO Policy Board is scheduled to meet at 2:30 pm on Wednesday, August 26, 2020 via Zoom teleconference: <https://us02web.zoom.us/j/83068948464>, Phone: 1-669-900-6833, Meeting ID: 830 6894 8464, Password: 062687. If assistance is needed to participate in this meeting, please contact OCWCOG at 541-967-8551 (TTY/TTD 711) or echavez@ocwcog.org. Notification of at least 48 hours prior to the meeting will assist staff in providing reasonable accommodation.

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MEMORANDUM

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Date: August 13, 2020
To: AAMPO Policy Board
From: Nick Meltzer, Transportation Programs Manager
Re: AAMPO Regional Transportation Update

The purpose of this memo is to provide an overview of a proposed plan to update AAMPO's Regional Transportation Plan. While an update is not required until 2023, the Oregon Department of Transportation's Transportation Planning and Analysis Unit (ODOT TPAU) requested AAMPO assess their need for modeling needs concurrently with the Corvallis Area MPO. The CAMPO RTP update is required by 2022, and has received approval for the update plan from the CAMPO TAC and Policy Board.

As such, staff asked for input on the process at the last AAMPO TAC meeting in hopes of developing a draft update plan. Details on the plan are provided below.

Existing RTP

Staff heard from the TAC at the last meeting a number of concerns with the existing RTP including:

- Calm model is out of date with the increased development in the last few years
- Aim towards aligning CAMPO and AAMPOs RTP update
- Needs to address rural areas more accurately
- Staff recommendation is to update goals to make them meaningful to the AAMPO area
- May need to streamline the goals (e.g. objectives should come before policies)
- Have not met existing transportation system
- Review other RTPs for reference
- Ensure all local plans that need to be updated, are updated and implemented into RTP

Based on this feedback and conversations with ODOT, staff developed the following update plan

Proposed Update

Corvallis Area MPO TAC and Policy Board members expressed similar concerns about CALM, the travel demand model. To this end, staff are working with ODOT to do complete a "model validation," in which the same base year (2010) is used and an interim year (2019) is developed in order to determine the accuracy of model outputs. Using the same approach would let the AMAPO TAC and Policy Board assess how the model predicts what is happening in the region.

Based on the results of “validation,” ODOT would then update the model to estimate travel demand in 2040 and project those results to the future year the plan requires (2043 minimum). Staff feels this is an approach that better reflects community desires, as opposed to setting a new base year and future model year.

The update process is expected to take approximately 18 months. If approval is required by May 2023, then work should start in the summer of 2021. AAMPO recently updated their Title VI and public participation plans so a proposed schedule would look like:

- Summer 2021: Begin updating Goals and Objectives
- Fall 2021: Update data and completed projects; align with recent transportation planning efforts
- Winter 2021/2022: Validate model and asses any additional long term project needs
- Spring/Summer 2022: Public Outreach
- Fall 2022: Draft document and publish for public comment
- Spring 2023: Approval by TAC and Policy Board

Discussion

While this plan is subject to change, staff request a general approval of the outline and approach for adhering to ODOT’s request. Specifically:

1. Does the approach of model validation work for AAMPO?
2. Does this outline make sense?
3. Are we missing anything?



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Date: August 13, 2020
To: AAMPO Policy Board
From: Catherine Rohan + Nick Meltzer, AAMPO Staff
Re: **AAMPO Regional Active Transportation Plan: Draft Outline + Task Delegation**

Background

In the second half of 2019, the TAC decided to devote existing carry forward funds to develop a Regional Active Transportation Plan (RATP). The RATP is intended to identify opportunities for enhancing bicycle and pedestrian travel in the AAMPO area. While the Regional Transportation Plan (RTP) covers a basic overview of the existing and planned needs for the future based on Level of Stress and Sidewalk Gap data, the Plan does not ground-truth any of this information, nor does it describe any sort of project prioritization methodology. The RATP is expected to bolster and expand the active transportation planning beyond what is included in the RTP.

Previous AAMPO Staff (Dana Nichols) developed a draft outline of the RATP and was in communication with Aniko Drlik-Muehleck and Michael Howard of the Institute of Policy Research and Engagement (IPRE) concerning IPRE's role in the RATP development. **This memo reintroduces the RATP draft outline and includes new information on task delegation, highlighting how IPRE's work will be incorporated. Broadly, IPRE will be assisting in community engagement and GIS mapping of existing conditions.** IPRE has also expressed interest in assisting with pilot and demonstration projects, however, Staff need to explore funding and interest from partner cities before pursuing working with IPRE on pilot projects.

This RATP proposes to accomplish the following tasks:

1. **Project Kick Off** – The project kick off will include an overview of the roles, responsibilities and opportunities for input by AAMPO members, staff and the general public. More detail on how exactly information gathered from the public will be important in framing the proposed engagement activities so all parties' expectations are met.

This document serves as a starting place for that conversation by outlining project tasks in more detail.

Roles

AAMPO Staff:

- Meeting coordination with AAMPO and IPRE
- Task, schedule, and budget management



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- Review draft documents and provide comment
- Provide direction to IPRE based on TAC/Policy Board desires

IPRE

- Develop community engagement strategy to guide data gathering efforts and how input will be used
- Lead all public engagement activities
- Develop and host AAMPO RATP website

2. **Goal and Vision Development** –A vision and policy framework is needed to ensure the plan addresses our region’s specific needs. This is developed through a public participation process that involves setting goals and objectives. Some of the goals and policies were developed during the RTP process and should be reaffirmed with current Technical Advisory Committee members, as well as a public advisory committee.

Roles

AAMPO Staff:

- Review existing plans and discuss goal priorities with AAMPO members
- Review draft goals submitted by IPRE

IPRE

- Work with AAMPO TAC/Policy Board to develop a vision and goals through interviews and group discussion
- Verify vision and goals through community survey and focus groups

3. **Mapping of Existing Network and Travel Patterns.** While we already have access to the data collected during the RTP and Multimodal Network Connectivity Study, we still need to ground-truth this information and collect data from populations that may have been left out in the past. This task will develop a base inventory of the street network using existing data as well as public input. Through public engagement, the task will also identify areas of high pedestrian and bicycle activity.

Roles

AAMPO Staff:

- Compile and collect existing network data from AAMPO and members

IPRE

- Develop GIS maps to show existing network, activity areas, and future development



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- Use online mapping tool in combination with survey outreach to confirm network with the public

4. **Develop Preferred Design Treatments**— This section will identify the type of facilities to be included in the plan for the future network. Building off the NACTO Urban Bikeway Design training held in October 2019, this task will work with the TAC and a design consultant to develop preferred sections of streets and paths to increase safety for people that walk and bike for transportation.

Roles

AAMPO Staff:

- Work with AAMPO TAC to develop cross sections
- Hire consultant to provide technical advice

Design Consultant

- Meet with AAMPO TAC to discuss different facility types and the benefits and drawbacks of each

5. **Project Identification** – This section may be developed in a few different ways. We may wish to consider projects on a regional basis, or we may choose target areas to focus our investment, specifically, areas where walking and biking is popular (or would be popular), but is either inconvenient or uncomfortable. Our project lists might be split into two groups: pedestrian projects and bicycle projects.

Roles

AAMPO Staff:

- Review mapping, public engagement, and design consultant data
- Review existing transportation plans for project alignment
- Review project costs on an order of magnitude basis

IPRE/Design Consultant

- Confirm all projects captured from public input are included or have been discussed
- Assess completeness of overall network
- Review project costs on an order of magnitude basis

6. **Prioritization and Implementation** – Once projects are identified, a list of total funding can be developed. Using criteria gathered from both the AAMPO TAC, Policy Board, and public engagement, these projects can be prioritized across the region. Many



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jurisdictions have developed criteria for projects selection, and we may look to others at this point for direction on how best to proceed with project prioritization. Implementation will focus on how to bundle improvements with other projects, the potential value of active transportation programming, and other best practices.

Roles

AAMPO Staff:

- Work with AAMPO TAC/Policy Board and public engagement data to develop prioritization framework
- Apply framework to project list

IPRE/Design Consultant

- Gather input from the public on potential prioritization strategies during survey and focus group outreach

7. **Pilot Projects (Optional)** – At the recent NACTO conference in Toronto, AAMPO Staff attended a session entitled: “Interim Strategies and Metrics to Support Long-Term Change.” This session covered temporary interventions that were effective and meaningful, without the full investment in permanent infrastructure. Because many of these street treatments might be new to the Albany area, a pilot run will allow us to collect data and feedback prior to the City or the MPO investing in a long-term solution. This session used the phrase, “seeing is believing” quite often because their research found that people are often skeptical of the infrastructure until they’re able to see it on their streets and experience it for themselves. These projects are often quick, cheap, and easy to install, while the benefit is often widespread and significant.