



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 25, 2021
Time: 2:30 to 4:30pm
Location: Join Zoom Meeting: <https://us02web.zoom.us/j/85852786484>
 Phone: 1-669-900-6833
 Meeting ID: 858 5278 6484
 Passcode: 2020
Contact: Catherine Rohan, Transportation Planner

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| 1) | 2:30 | Call to Order, Agenda Review, and Roll Call | Chair, Pat Malone |
| 2) | 2:35 | Public Comments | Chair |
| 3) | 2:45 | Approval of Meeting Minutes (Attachment A)
July 28, 2021 Policy Board Minutes | Chair |
| | | <i>ACTION: Approve minutes</i> | |
| 4) | 2:50 | <u>Albany Transit System Implementation Strategy (Attachment B)</u>
Update on new ATS routes and schedules for enhanced service, service to be implemented this fall. | Steph Nappa |
| | | <i>ACTION: Information and discussion</i> | |
| 5) | 3:10 | Bicycle and Pedestrian Plan Project Prioritization Criteria & Next Steps (Attachment C)
Staff will present project prioritization criteria developed with the AAMPO TAC for the Bicycle and Pedestrian Plan. Next steps include second round of public engagement in later summer/early fall. | Catherine Rohan |
| | | <i>ACTION: Feedback and approval of prioritization criteria</i> | |
| 6) | 3:40 | STIP Revisions (Attachment D)
Staff will provide information on several State Transportation Improvement Plan (STIP) revisions. | Rohan |
| | | <i>ACTION: Information only</i> | |
| 7) | 4:00 | Jurisdictional Updates/Other Business | All |
| | | <ul style="list-style-type: none"> • Potential cancellation of September 22nd meeting • Potential joint AAMPO /CAMPO November meeting | |
| 8) | 4:30 | Adjournment
Next meeting: TBD | All |

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.

**ALBANY METROPOLITAN PLANNING ORGANIZATION
POLICY BOARD REMOTE MEETING
Wednesday, July 28, 2021
2:30 – 4:30 pm
Zoom Conference Call**

DRAFT MINUTES

Members: Pat Malone, Councilor Marilyn Smith for Ray Kopczynski, Savannah Crawford, Dave Beyerl, Greg Jones, and Darrin Lane
Alternates: Gary Stockhoff, Walt Perry, and Joe Samaniego
Staff: Catherine Rohan, Nick Meltzer, and Emma Chavez

TOPIC	DISCUSSION	DECISION / CONCLUSION
1. Call to Order, Agenda Review, and Roll Call		<p>Meeting called to order at 2:33 pm by Chair Pat Malone</p> <p>There were no changes to the agenda.</p> <p>Roll call was conducted by Staff Catherine Rohan.</p>
2. Public Comment		There were no public comments.
3. Approval of June 23, 2021 Meeting Minutes		Consensus to approve the June 23, 2021 meeting minutes with correction.
4. COVID Relief Funding	<p>AAMPO has received \$960,000 in COVID relief funds from the Oregon Department of Transportation (ODOT). This money is expected to be unrestricted. AAMPO staff, in coordination with the AAMPO TAC, developed a list of projects.</p> <p>Staff and TAC's first priority for funding was insuring that projects using state fund exchange dollars programmed through 2024 remain funded in light of a lowered fund exchange rate. Beginning in 2022, ODOT's state fund exchange rate will be lowered from 94 cents on the</p>	Consensus to approve the COVID Relief funding distribution as presented.

	<p>dollar to 90 cents on the dollar. Ten percent of the expected \$960,000 has been set aside to account for the lower exchange rate.</p> <p>Following the set aside, staff and TAC members developed jurisdiction specific projects. The TAC considered several iterations of the list, what is reflected below is a mix of contributions to larger projects in Albany, Millersburg, and Benton County and smaller projects in the remaining jurisdictions. The City of Tangent and Linn County elected to work together on a project of mutual interest; improvements on Old Oak Drive/Old Oak Rd, a Linn County facility in Tangent that serves Tangent Elementary School. It's AAMPO's intent to provide half of the funding needed for smaller projects, in recognition that partially funded projects can often apply for matching funds from other entities. All of the projects below are currently in progress or listed in an adopted plan with the exception of Jefferson's project. Jefferson is currently updating their transportation system plan (TSP) which includes developing a new transportation project list. Jefferson's COVID relief funds can be put towards a project identified in the new TSP.</p> <p>When asked if there is a time constraint to spending the funds, Meltzer replied that there isn't; however, the COG would prefer to disperse the funds sooner rather than later. There is also no requirement to report or document the disbursement and projects but Staff would like to know how AAMPO would like feedback on that. Members discussed and agreed that there should be some sort of reported, expected completion date, and tracking of projects.</p> <p>Darrin Lane asked if the 10% taken off the top of these funds will be held onto until projects take place. Meltzer responded that yes that is the intent. Lane then added that projects often times run into multi-year delays.</p> <p>Lane; projects on this list could run into multi-year delays if they are early in the design and concept space. He went on to state that he likes that without a complex formula allocation; all jurisdictions will get a portion of the funds.</p>	
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	<p>Chair Malone stated that with different project timelines, it will be helpful to have a tracking mechanism and expected completion date. Meltzer replied that the MPO could develop an MOU for the process to which Malone would like the MOUs to accompany the funds as they are disbursed.</p> <p>Lane questioned how the total funds were agreed upon for Benton County. Meltzer responded that it was important to get funds to all jurisdictions. Staff sent out a request for projects which all came in at high dollar amounts. The MPO could either fund one project, or fund all at half the request. In consultation with the TAC, the decision was made to fund half of the request. Recognizing the Benton County is also part of CAMPO; and through discussion, the decision was made to fund the project at said dollar amount.</p>	
<p>5. Bicycle and Pedestrian Plan Update</p>	<p>Rohan reported on the BPP survey findings.</p> <p>Rohan reported that AAMPO embarked on its first BPP a year ago. As part of the initial public outreach was a survey put together by staff and IPRE. The survey had a total of 35 questions with four main areas; transportation habits, feelings about active transportation modes, infrastructure satisfaction and desires, and respondent demographics. The survey was available from March 18th through April 27th, 2021. It was made available in English and Spanish. AAMPO received 286 BPP survey responses. Rohan went on to share additional survey statistics.</p> <p>Chair Malone questioned how confident the survey results are and is it usable information. Staff answered that there is strong results to make an argument for more bicycle and pedestrian infrastructure. However, it was relayed at the start that the survey is not statistically valid. The details can be generalized to say that that the community as a whole feels a certain way, but the data is not statistically valid. Chair Malone replied that this is better than nothing and can continue to work on it.</p> <p>Marilyn Smith would like the presentation made available to the City of</p>	

	<p>Albany Bike and Ped Commission.</p> <p>Chair Malone asked if CAMPO has any statistics that could be added to this discussion. Meltzer stated that CAMPO hasn't done any surveys like this but it is something that can be explore. CAMPO can also see if there is data from the local TSPs that could be shared. Malone stated that he would like the data to be shared and for the MPOs to see what is already out there and what can fit with the BPP.</p> <p>Walt Perry asked where the BPP will go from here. Rohan advised that the hope if for the projects that are developed make their way to the local transportation system plans and capital improvement programs for funding.</p> <p>Rohan advised that next steps of the BPP include more public outreach later this summer regarding the projects list.</p>							
<p>6. STIP Revisions</p>	<p>Rohan reported that there are three total revisions; two amendments and one adjustment, all of which do need Board approval to move forward. The two amendments have gone out for a 30 day public comment period which will be wrapping up in a couple weeks. Rohan reviewed the revisions with members.</p> <table border="1" data-bbox="598 928 1503 1398"> <thead> <tr> <th data-bbox="598 928 762 1052">Project Key Number/s & Name/s</th> <th data-bbox="762 928 1039 1052">Description</th> <th data-bbox="1039 928 1503 1052">Change</th> </tr> </thead> <tbody> <tr> <td data-bbox="598 1052 762 1398">22215: FY22 Loop Operations (AAMPO)</td> <td data-bbox="762 1052 1039 1398">Albany Area MPO (5307) funds for loop operations projects to improve traffic flow.</td> <td data-bbox="1039 1052 1503 1398"> <p>The changes below reflect the recommendations from the Loop Governing Board regarding the budgeted amount of 5307 funds and how funds should be expended in FY22.</p> <ul style="list-style-type: none"> Change project name to "FY22 Loop Capital Project – set aside (AAMPO)" Update project description to </td> </tr> </tbody> </table>	Project Key Number/s & Name/s	Description	Change	22215: FY22 Loop Operations (AAMPO)	Albany Area MPO (5307) funds for loop operations projects to improve traffic flow.	<p>The changes below reflect the recommendations from the Loop Governing Board regarding the budgeted amount of 5307 funds and how funds should be expended in FY22.</p> <ul style="list-style-type: none"> Change project name to "FY22 Loop Capital Project – set aside (AAMPO)" Update project description to 	<p>Consensus to approve the STIP Revisions as presented.</p>
Project Key Number/s & Name/s	Description	Change						
22215: FY22 Loop Operations (AAMPO)	Albany Area MPO (5307) funds for loop operations projects to improve traffic flow.	<p>The changes below reflect the recommendations from the Loop Governing Board regarding the budgeted amount of 5307 funds and how funds should be expended in FY22.</p> <ul style="list-style-type: none"> Change project name to "FY22 Loop Capital Project – set aside (AAMPO)" Update project description to 						

			<p>“FY22 Albany Area MPO (5307) funds set aside for Loop related capital projects”</p> <ul style="list-style-type: none"> Update the dollar amount to \$224,569 (\$179,655 federal; \$44,914 local match). Current dollar amount is \$335,000 	
	22219: FY23 Loop Operations (AAMPO)	Albany Area MPO (5307) funds for loop operations projects to improve traffic flow.	<p>The changes below reflect the recommendations from the Loop Governing Board regarding the budgeted amount of 5307 funds and how funds should be expended in FY23.</p> <ul style="list-style-type: none"> Change project name to “FY23 Loop Capital Project – set aside (AAMPO)” Update project description to “FY23 Albany Area MPO (5307) funds set aside for Loop related capital projects” Update the dollar amounts to \$235,800 (\$188,640 federal; \$47,160 local match). Current dollar amount is \$335,000 	
	20183: OR99E @ Airport Rd. (Albany)	Install intersection improvements to improve safety and increase traffic flow.	<p>There are multiple revisions for this project, they include the following.</p> <ul style="list-style-type: none"> Updating project locations to accurately reflect the project limits on OR99E, Albany Avenue and frontage road. Canceling the utility phase of the project, savings of \$81,000 Reduced construction funding by \$45,000 	

		<ul style="list-style-type: none"> Adding savings from utility and construction phase (\$126,000) to the preliminary engineering phase (overall project cost remains unchanged) 	
7. Draft MTIP Revision Policy	<p>Rohan advised that Staff reviewed AAMPO and CAMPOs MTIP revision policies and noticed that CAMPO utilizes their TACs expertise more than AAMPO. Staff looked to align the revisions and began the process of updating AAMPOs revision policy. The TAC has reviewed the updated MTIP Revision Policy and is recommending it for approval to the Policy Board. Rohan moved on to review the draft policy.</p> <p>Darrin Lane voiced his concern of consistent representation of the TAC and ensuring key representatives attend when decisions that would impact their jurisdictions are being made. Members and Staff fell into discussion and agreed that it is important for the MPO to make key representatives aware of decision making agenda items and receive feedback/input before any final decisions are made. It was also noted that it is important for member jurisdictions to take their memberships on the MPO as a personal responsibility and ensure there is attendance from their jurisdiction at meetings; whether it be an alternate or second alternate if the primary is not available.</p> <p>Meltzer indicated that staff will add a line under Administrative Amendments to the effect of; if a TAC representative for which a project is being reviewed is not available; the decision will move to the Policy Board.</p>	<p>Consensus to approve the MTIP Revision Policy with an addition to the Administrative Amendment noting that if a TAC representative for which a project is being reviewed is not present; the decision will move to the Policy Board.</p>	
8. Jurisdictional Updates/Other Business	<ul style="list-style-type: none"> AAMPO Overview Memo – there was a request from Commissioner Nyquist at the last meeting for a memo describing what AAMPO is, how much funds it receives, etc. Staff has but the memo together. Meltzer briefly reviewed it with members and Staff will send it via email following this meetings. Tangent TGM Grant Letter of Support – Rohan advised that Tangent requested a letter of support from AAMPO for a TGM 	<p>Consensus to approve providing a letter of support for the Tangent TGM grant.</p>	

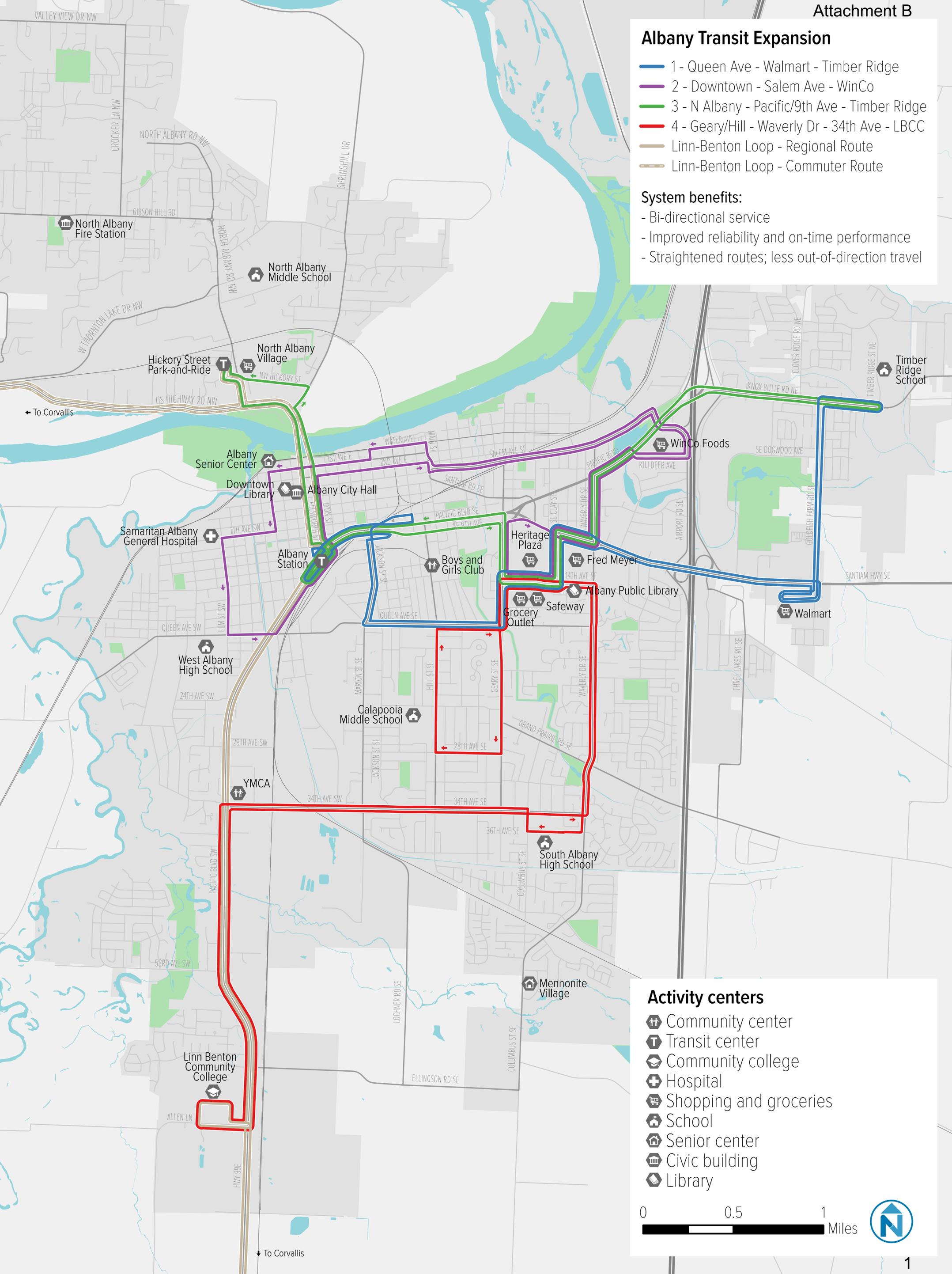
	<p>grant to update their TSP. Staff drafted a letter and is requesting review and approval from the Board.</p> <ul style="list-style-type: none">• Update on MPO Definition – The office of Management and Budget has kept the threshold at 50,000.• Future plans for in-person/hybrid meetings – with the recent changes due to COVID, the MPO will continue to hold remote meetings until further notice.	
9. Adjournment	Next meeting: August 25, 2021	Meeting adjourned at 4:07 pm.

Albany Transit Expansion

- 1 - Queen Ave - Walmart - Timber Ridge
- 2 - Downtown - Salem Ave - WinCo
- 3 - N Albany - Pacific/9th Ave - Timber Ridge
- 4 - Geary/Hill - Waverly Dr - 34th Ave - LBCC
- Linn-Benton Loop - Regional Route
- Linn-Benton Loop - Commuter Route

System benefits:

- Bi-directional service
- Improved reliability and on-time performance
- Straightened routes; less out-of-direction travel



Activity centers

- Community center
- Transit center
- Community college
- Hospital
- Shopping and groceries
- School
- Senior center
- Civic building
- Library



MEMORANDUM

Albany Area Metropolitan Planning Organization

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Date: August 17, 2021
To: AAMPO Policy Board
From: Catherine Rohan, AAMPO Assistant Transportation Planner
Re: **Bicycle and Pedestrian Plan Project Prioritization Criteria**

Background

Staff, with input from the AAMPO TAC, have developed project prioritization criteria for project identified in the Bicycle and Pedestrian Plan. Project prioritization criteria will be used to rank bicycle and pedestrian projects based on how well they advance plan goals. Project ranking can help direct influxes of state or federal funding and help decisions makers choose which projects to pursue first. Ultimately, individual jurisdictions make decisions about which projects will be implemented.

Process

Staff began by reviewing project prioritization structure and criteria from three other bicycle and pedestrian plans: Gresham, OR; Greenville MPO, NC; and Southeast MPO, MO. Using examples from other plans and drawing from the agreed upon vision and goals of the AAMPO Bicycle and Pedestrian Plan, staff developed the first draft of the project prioritization criteria. The TAC reviewed the draft criteria and suggested edits that further emphasize the importance on walking and bicycling connected to schools and public transit, as well as the advantages of off street multiuse paths.

The review also brought to light differences between member jurisdictions related to employment and population densities, as a result these criteria were removed. In further recognition of the unique planning and construction dynamic that exists between MPOs and member jurisdictions, staff elected to create priority project lists for each jurisdiction in addition to an MPO-wide priority project list.

Proposed Structure & Criteria

The proposed project prioritization criteria are structured in a question based format, under which a project gains a point for each “yes” response. “No” responses do not add or subtract points from a project. Projects can receive more than one point under three of the criteria: Connectedness, Key Destinations (schools), and Key Destinations (transit). The proposed project prioritization criteria are related to the project goals, which are also listed below, with the expectation of the public priority criterion. The eight criteria reflect the importance of safety, connectivity, utility, equity, implementation, and public priority within bicycle and pedestrian plan projects.

Draft Bicycle and Pedestrian Plan Project Prioritization Criteria

#	Criteria	Response	Goal Alignment
1	Safety – Is the project located along a segment or intersection at which a crash was reported in the last five years? OR Does the project provide a comparable, alternative route that avoids a crash location?	Yes/No	1
2	Connectedness – Does the project fill an identified gap in the existing pedestrian or bicycle network? Can be accomplished by infilling the existing route or by providing a comparable, alternative route. If the project is part of an important route an additional point is awarded.	Yes/No	2, 3, 5
3	Key destinations (community destinations) – Does the project provide access to a community destination?*	Yes/No	2, 3
4	Key destinations (schools) – Does the project provide access to a school?***	Yes/No	2, 3
5	Key destinations (transit) – Does the project provide access to a transit stop?***	Yes/No	2, 3
6	Equity – Is the project located within or directly adjacent to an underserved census block group as identified by the composite equity index map (4 th quartile)?	Yes/No	4
7	Adoption & Implementation – Is the project identified in a local Transportation System Plan?	Yes/No	7
8	Public priority – Has the project received significant support from the public?***	Yes/No	N/A

* Community destinations include but are not limited to libraries, hospitals, grocery stores, parks and recreation centers, government and community services, and points of interest.

**Projects that provide access to transit stops and schools receive two points under this criterion.

*** The 50% of projects with the most public support will receive a point under this criterion.

Request

Staff is looking for Policy Board feedback and/or approval of the project prioritization criteria.

AAMPO Bicycle and Pedestrian Plan Goals (reference)

- Goal 1: *Create a network that is safe, comfortable, and intuitive for all users*
- Goal 2: *Create a network that connects Jefferson, Millersburg, Albany, and Tangent*
- Goal 3: *Create a network that is locally connected and provides access to key destinations*
- Goal 4: *Create a network that prioritizes equity*
- Goal 5: *Create a network that builds on existing infrastructure and is expandable in the future*
- Goal 6: *Support economic development by including recommendations that encourage walking and biking to businesses*
- Goal 7: *Support plan adoption and local implementation through feasible infrastructure, policy, and programing recommendations*

MEMORANDUM

Albany Area Metropolitan Planning Organization

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Date: August 17th, 2021
To: AAMPO Policy Board
From: Catherine Rohan, Assistant Transportation Planner
Re: STIP Revisions

STIP Revisions

AAMPO staff have a number of State Transportation Improvement Program (STIP) revisions to inform the Policy Board of. To better facilitate this process, staff have created a summary table of the STIP revisions, as seen on the following page.

A more detailed explanation of the different types of revisions can be found on page 3 of AAMPO's Transportation Improvement Program document, found [HERE](#). A brief summary is provided below. Please note that this revision policy has been updated as of August 24th 2021, updates are not reflected in this memo as revisions noted here occurred prior to the update.

- **Amendment:** For major changes, requires Policy Board approval and a 30 day public comment period
- **Adjustment:** For less significant changes, requires Policy Board approval, no public comment period needed
- **Administrative modification:** For minor changes, does not require Policy Board approval or public comment period, brought to Policy Board for informational purposes only

STIP Revisions

Row	Revision Type	Project Key Number/s & Name/s	Description	Change
1	Administrative modification (informational only)	21175: Salem Ave. street improvement (Albany)	Repave SE Salem Ave from city limits west to rail crossing. Remove curb returns and replace to ADA standards.	Slipping the Preliminary Engineering and Construction phases from federal fiscal year 2021 (ended Sep 30 th) to federal fiscal year 2022 for delivery.
2	Administrative modification (informational only)	21185: Queen Avenue Rail Crossing (Albany)	Upgrade existing railroad warning devices to improve pedestrian safety.	Slip the Right of Way and 'Other' phases from federal fiscal year 2021 (ended Sep 30 th) to federal fiscal year 2022 for delivery.
3	Administrative modification (informational only)	21191: US20: Safety upgrades (Albany to Corvallis)	Add various enhancements at several locations to improve safety.	Delete the utility relocation phase (\$50,000) as it is not needed. Add an 'other' phase using \$5,000 of utility funding for maintenance forces to procure and install signs. Use of \$5,000 of state funds in other phase approved by H. Derrickson on 07/28/21
4	Administrative modification (informational only)	20221: Albany and Corvallis Signal Improvements	Albany and Corvallis Signal Improvements: Add signal enhancements at several intersections to improve safety	<p>This amendment will change location data for US20, OR99E, and OR99W so it matches the final plan. Project lead noticed that the final plan did not match project listing in the STIP. This is a technical correction which will have no impact on project cost. New milepost markings for areas impacted by the amendment are listed below.</p> <p style="text-align: right;">IMPR</p> <p>PROJECT SITE US20 ALBANY-CORVALLIS HWY. (016) MP 0.15 To MP 1.75</p> <p>PROJECT SITE OR99E ALBANY-JUNCTION CITY HWY. (058) MP 0.42 To MP 7.90</p> <p>PROJECT SITE US20 ALBANY-CORVALLIS HWY. (031) MP 2.21 To MP 11.01</p> <p>PROJECT SITE OR99W PACIFIC HWY. WEST (091) MP 81.19 To MP 84.96</p> <p>VA BEN</p>