

**Agenda**  
**Albany Area Metropolitan Planning Organization**  
**Policy Board**

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**Date:** Tuesday, December 13, 2016  
**Time:** 2:30 – 4:30 pm  
**Location:** Oregon Cascades West Council of Governments  
Upstairs Meeting Room / 1400 Queen Ave. SE, Albany  
**Contact:** Theresa Conley, AAMPO Program Manager, (541) 924-4548

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**1. Call to Order and Agenda Review**

*Roger Nyquist, AAMPO Chair*

**2. Public Comment**

*Roger Nyquist*

**3. Minutes of October 26, 2016 Meeting (Attachment A)**

*Roger Nyquist*

➤ **Action Requested: Approval of October 26, 2016 Meeting Minutes**

**4. FY 2018-21 Transportation Improvement Program (Attachment B)**

*Theresa Conley, AAMPO Staff*

MPOs must maintain a Transportation Improvement Program (TIP) outlining how federal transportation funds will be spent within the MPO. The TIP covers a four-year period and is updated regularly. Staff will discuss a proposed process for developing an FY18-21 TIP. As a first step, the Board is asked to review, and amend as necessary, the ‘Policy on Allocation of STP Funds’ as shown in Attachment B.

➤ **Action Requested: Decision amendments to the ‘Policy on Allocation of STP Funds’**

**5. FY 2017-18 AAMPO Work Program (Attachment C)**

*Theresa Conley*

Staff will provide a progress report for the current work program and review a proposed process for developing the FY17-18 work program. Staff will work with the Technical Advisory Committee to develop a draft work program for the Board’s consideration in early 2017.

➤ **Action Requested: Discussion only**

**6. Metropolitan Transportation Planning and Greenhouse Gas Reduction Targets**

*Cody Meyer, Department of Land Conservation and Development (DLCD)*

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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.

DLCD staff will discuss the work of the ‘Rules Advisory Committee on Metropolitan Transportation Planning and Greenhouse Gas Reduction Targets’. DLCD convened the committee to recommend updates for the greenhouse gas target rule methodology and to initiate a discussion on potential updates to Oregon’s Transportation Planning Rule.

➤ **Action Requested: Discussion only**

**7. Oregon Freight Plan (Attachment D)**

*Theresa Conley*

ODOT is amending the Oregon Freight Plan to comply with the Fixing America's Surface Transportation Act. The update will include establishment of a new “National Highway Freight Network” for strategic investment in the national freight system. The Board is asked to propose freight and intermodal facilities in the AAMPO area for potential inclusion. Statewide, ODOT can add up to 77 miles to this new freight network within urban areas.

➤ **Action Requested: Recommend freight facilities to be considered by ODOT for inclusion in the National Highway Freight Network**

**8. Manager’s Report**

*Theresa Conley*

Staff will share brief progress reports on other MPO tasks and activities, including the Regional Transportation Plan and Transit Development Plan, transit program support, and technical support to ODOT regarding potential electric vehicle charging sites. Staff will also provide a recap of the first Linn-Benton Loop Board meeting and the December OMPOC meeting.

➤ **Action Requested: Discussion only**

**9. 2017 Schedule and Selection of Officers (Attachment E)**

*Roger Nyquist*

Staff has prepared the attached schedule for 2017. The Board is asked to elect a Chair and Vice Chair to oversee meetings in 2017, and to appoint a new representative to the Oregon MPO Consortium (OMPOC).

➤ **Action Requested: Selection of Chair, Vice Chair, and OMPOC Representative**

**10. Adjourn**

**Roger Nyquist**

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

**Wednesday, October 26, 2016**

**2:30 – 4:30 pm**

Oregon Cascades West Council of Governments  
Upstairs Conference Room / 1400 Queen Ave. SE, Albany

**Policy Board Members Attending:** Roger Nyquist, Frannie Brindle, Darrin Lane, and Gary Powell

**Members Absent:** Annabelle Jaramillo, Dave Beyer, and Floyd Collins

**Alternates Present:** Ray Kopczynski, and Walt Perry

**Staff Attending:** Theresa Conley, and Emma Chavez

TOPIC	DISCUSSION	DECISION / CONCLUSION
I. Call to Order and Agenda Review	Staff requested the addition of three agenda items: A debrief on the visit by the Joint Interim Committee on Transportation Preservation and Modernization, and update on the DLCD Target Rule Committee, and appointment of a representative to the Linn-Benton Loop Board.	<b>The meeting was called to order at 2:32 pm, with changes to the agenda as noted.</b>
II. Public Comment		<b>There were no comments from the public.</b>
III. Minutes of September 28, 2016 Meeting		<b>Consensus from the Policy Board to accept the September 28, 2016 meeting minutes as written.</b>
IV. OMPOC Transportation Funding Priorities	At its October quarterly meeting, OMPOC discussed priorities for a 2017 state transportation funding package. Based on findings from the Governor’s Transportation Vision Panel, the Oregon Transportation Forum, and the Joint Committee on Transportation Preservation and	<b>Ray Kopczynski moved for the AAMPO Policy Board to defer on making a position statement until a</b>

	<p>Modernization, a white paper was prepared listing potential priorities for consensus among the MPOs. Staff reviewed the document. The Board was asked to consider supporting the document listing OMPOC priorities for a state transportation funding package.</p> <p>Members discussed the increase in gas tax and found that there are differences in opinion on amount of increase and how it should be implemented. Members noted that bridges are not listed in the document; however, it was clarified that there is a special allotment for bridges through the AOC.</p> <p>It was suggested that AAMPO not take a motion on the document but rather wait until a package is brought forth to review at that time.</p>	<p><b>funding package is proposed by legislature. Consensus from the AAMPO Policy Board.</b></p>
<p>V. Federal Performance Based Planning Requirements</p>	<p>Staff provided an update to the Board on the requirements for performance based planning established by the prior federal transportation bill, MAP-21. Staff noted that the final rules are currently being established and will require states and MPOs to track pavement condition, bridge condition and congestion on the NHS. It also requires tracking of fatal and serious crashes on all roadways and development of a transit asset management plan. Staff noted that MPOs are able to develop their own targets or defer to the state's, and that AAMPO's has time actively pursue the matter. Staff advised that the Albany Transit System will need to set up Transit Asset Management targets by January, 2017.</p>	
<p>VI. November / December Meetings</p>	<p>The November and December Board meetings fall close to holidays. Staff recommend for the November and December meetings to be combined into a single meeting in early December. Members suggested that a Doodle Poll be emailed out to members for a meeting on the week of December 12<sup>th</sup>.</p>	<p><b>Staff will email out a Doodle Poll to search for a meeting date on the week of December 12<sup>th</sup>.</b></p>
<p>VII. OCWCOG Program Updates</p>	<p><i>Travel Training</i></p>	

	<p>COG has been providing training to RideLine clients who are interested and able to ride the ATS bus system. At this time, training can only be provided to OHP, IHM members. The goal is to provide people with more independence. The program is designed to help them use the transit service by providing an individualized training with no time limit. Members receive a personal travel guide for reference. Staff may meet members at their home, bus stop, etc. An assessment is initiated and trips via the bus are taken to familiarize members with routes and transit requirements. Staff has worked with Albany members and is starting to work with Corvallis members. The hope is to move into Lincoln County as well. There is a check in process at three and six months after training.</p> <p>Commissioner Nyquist stated that he was in the Advisory Committee for the creation of the Brokerage, RideLine and that it's been "neat" to watch the program grow into what it is now.</p> <p><i>Safe Routes to School</i></p> <p>OCWCOG received a \$129,682 award from ODOT Safety Division to support the Safe Routes to School programs in the School Districts of Sweet Home, Lebanon Community, Greater Albany, Jefferson, and Harrisburg. OCWCOG has partnered with ODOT since 2013 on the Safe Routes to School program. The current grant period is October 2016 to October 2019.</p>	
<p>VIII. Information Sharing</p>	<p><u>Rules Advisory Committee on MPO Planning on GHG Reduction</u> - Theresa Conley advised that some MPOs around the State are working on Scenario Planning. AAMPO has talked about the importance of not working on Scenario Planning at this time due to limitation and a need to focus on core planning tasks. Conley recalled that DLCDC formed a Rules Advisory Committee on Metropolitan Planning on GHG Reduction Committee in order to consider how to update the optional greenhouse</p>	

	<p>gas reduction targets for each MPO. The Committee quickly recognized that when addressing transportation planning rule requirements, feedback from MPO jurisdictions is important. Members received memos with additional information. Per direction of the MPO, AAMPO had suggested recommended that targets be developed based on travel shed. Staff provided that information to the committee. The committee decided to have two targets; one for Metro, and one for the rest of the State. Staff questioned members whether AAMPO would prefer to see the lowest target possible for itself and the biggest target for Metro or somewhere in between? Members agreed to ask for the least restrictions, with maximum flexibilities. Regarding potential amendments to the Transportation Planning rule, Board members discussed a preference to create exemptions for cities under 5,000 but also expressed concern regarding major revisions to the requirements.</p> <p><u>Joint Interim Committee on Transportation Preservation and Modernization, October 24<sup>th</sup> Meeting Notice</u> – Conley reported that notice went out to all the AAMPO email lists and the newspaper. The Chair thanked everyone who participated in the event. The Chair noted that legislators heard the need for transit dollars, discussed a reload facility in Linn County, after a luncheon they toured US 20, OR 34, I-5 and stopped in Millersburg.</p>	
<p>IX. Adjourn</p>	<p>Meeting adjourned at 3:50 pm.</p>	



**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

December 7, 2016

**TO:** AAMPO Policy Board

**FROM:** Theresa Conley, AAMPO Manager

**SUBJECT: Development of FFY 18-21 Transportation Improvement Program**

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**Action Requested**

The Board is asked to review and consider adopting amendments to the ‘Policy on Allocation of STP Funds’. The Board is also asked to provide guidance on the proposed process for developing AAMPO’s FY18-21 Transportation Improvement Program (TIP)

**Background**

MPOs are required to develop and maintain a Transportation Improvement Programs (TIP) - a detailed near-term program to implement the MPO’s regional transportation plan. The TIP covers a four-year period and must contain the following types of projects within the MPO area:

- Federally funded highway, transit, bicycle, pedestrian, and other transportation projects
- Regionally significant projects regardless of funding source

Once approved by the MPO, the TIP is approved by the Governor and incorporated without modification into the Statewide Transportation Improvement Program (STIP). Because the TIP becomes part of the STIP, the frequency and cycle of the update must be compatible with the STIP development and approval process. Below is a proposed process to coincide with development of AAMPO’s FY18-21 TIP, to be consistent with ODOT’s FY18-21 STIP.

**Proposed Process**

	<b>AAMPO TIP Process</b>	<b>ODOT STIP Process</b>
<i>Dec 2016</i>	<ul style="list-style-type: none"> <li>• Review proposed process and schedule for FFY18-21 TIP development.</li> <li>• Board reviews STP Allocation Policy</li> </ul>	Draft STIP developed with 'bucket' of AAMPO STP funds.
<i>Jan 2017</i>	<ul style="list-style-type: none"> <li>• TAC assists with updates to STP Allocation Policy, as needed.</li> <li>• Board finalizes STP Allocation Policy for FY18-21 TIP</li> </ul>	Comment period
<i>Feb 2017</i>	<ul style="list-style-type: none"> <li>• Open project solicitation for FY19-21 STP funds (FY18 already allocated). 30-day application period, beginning Feb 1<sup>st</sup>.</li> </ul>	Comment period
<i>March 2017</i>	<ul style="list-style-type: none"> <li>• TAC reviews and makes recommendation regarding STP applications.</li> <li>• Albany Transit prepares projections</li> <li>• Board reviews draft TIP, including recommended project list</li> </ul>	
<i>April 2017</i>	<ul style="list-style-type: none"> <li>• FY18-21 TIP Adopted by MPO</li> <li>• Staff provides project list to ODOT for incorporation into STIP</li> </ul>	OTC reviews public comments on Draft STIP
<i>May 2017</i>	<ul style="list-style-type: none"> <li>• AAMPO projects incorporated into STIP</li> </ul>	
<i>June 2017</i>		OTC approves FY 18-21 STIP
<i>July 2017</i>		FHWA review for consistency with MPOs
<i>Aug 2017</i>		
<i>Sept 2017</i>		USDOT approval of STIP, consistent with MPO TIPs
<i>Oct 2017</i>		

## **AAMPO STP Allocation Policy**

Section 6.2 of the AAMPO formation IGA states that: “*Policy Board decisions that create criteria that will be used to prioritize and/or rank transportation projects located within the MPO boundary must be made by a unanimous vote of all Policy Board members present.*”

### **Policy on Allocation of STP Funds**

#### **A. Funding Allocation**

It is the policy of the Albany Area Metropolitan Planning Organization (AAMPO) to:

1. Allocate the majority of Surface Transportation Program (STP) funds in each adopted Transportation Improvement Program to preservation and maintenance of the existing transportation system.
2. Provide support and give due considerations to all jurisdictions’ projects, using an equitable review process.

#### **B. Renewal of Policy**

This *Policy on Allocation of STP Funds* should be reviewed and reaffirmed with the development of each AAMPO Transportation Improvement Program.

#### **C. Project Eligibility**

Eligibility requirements for AAMPO STP funds include the following:

1. Project must be within the AAMPO planning area
2. Project must be included in or consistent with the approved AAMPO Regional Transportation Plan.
3. Project must be eligible under current Federal guidelines as stated in 23 USC 133.
4. Roadway projects must occur on roadways functionally classified as collector or higher.
5. The project sponsor must demonstrate readiness and capacity to complete project, including the ability to provide the required match, ability to acquire sufficient funds to complete project, and ability to utilize the funds in the fiscal year requested.

#### **D. Definitions of Project Types**

The following project types may be considered for STP funds. AAMPO realizes that its adopted definitions of Preservation and Modernization may be different from those of ODOT’s for the same category of projects.

**Preservation and Maintenance:** Projects that improve or maintain the existing transportation system’s operation, productivity, safety or useful life without expansion of capacity.

**Modernization:** Projects that add capacity to the transportation system in order to meet preservation and maintenance goals; this includes constructing new lanes, traffic lights, curb and gutter, sidewalks, bikeways and storm-water drainage, and widening the existing facilities.

**E. Funding Prioritization of Projects**

The following set of criteria shall be applied to all candidate projects to rank their funding priority for STP funds:

**Criteria for Funding Prioritization of Transportation Projects  
Under the Surface Transportation Program (STP) Funds**

Criteria			
Goal		Measures	Values
Preservation and Maintenance of Existing Facilities	1a	Pavement rating, or general condition if a non-roadway facility.	Good = 10 Fair = 25 Poor = 50
	<b>Maximum Allowable Points from this Goal</b>		<b>50</b>
Extent of Coverage	2a	Will the project upgrade, refurbish, eliminate gaps in, or mitigate deficiencies in existing transit facilities or transit routes?	Yes = 5 No = 0
	2b	Will the Project upgrade, refurbish, eliminate gaps in, or mitigate deficiencies in existing bicycle and/or pedestrian facilities?	Yes = 5 No = 0
	2c	Will benefits of the project be realized in the entire Urbanized Area?	Primary Arterial = 10 Minor Arterial = 5 Collector = 2
	2d	Will the project improve current or future traffic flow? Consider current Level of Service, Average Daily Traffic and Functional Classification.	Significantly = 10 Moderately = 5 Slightly = 2
	2e	Will the project impact a large number of users?	ADT Range A = 10 pt B = 5 pts C = 2 pts
	<b>Maximum Allowable Points from this Goal</b>		<b>40</b>
Safety Improvement	3a	Does the project address a known safety issue for motorists? Consider safety data available from Regional Transportation Plan, ODOT, and local sources.	Significantly = 15 Moderately = 10 Slightly = 5
	3b	Does the project address a known safety issue for transit users, bicyclists and pedestrians? Consider safety data available from Regional Transportation Plan, ODOT, and local sources.	Significantly = 15 Moderately = 10 Slightly = 5
	<b>Maximum Allowable Points from this Goal</b>		<b>30</b>
<b>Total Maximum Allowable Points</b>		<b>120</b>	

ADT Range for Goal 2(e): A = >10,000; B = 5,000 -10,000; C = < 5,000



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December 7, 2016

**TO:** AAMPO Policy Board  
**FROM:** Theresa Conley, AAMPO Manager  
**SUBJECT: FY 2017-18 AAMPO Work Program**

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### Action Requested

Staff is beginning development of the FY 2017-18 Unified Planning Work Program (UPWP) and seeks guidance from the Policy Board on the proposed schedule as outlined below. The work program and associated budget is anticipated for adoption by April 2017.

### Background

The UPWP is a federally-required document outlining MPO transportation planning activities during a fiscal year. The AAMPO work program centers around four task areas: MPO Administration, Long Range Planning, Short Range Planning, and Transportation Programming. These core areas are primarily comprised of federally-required and ongoing tasks; however, there are opportunities to include small planning projects as funding allows. For example, AAMPO is funding an analysis of potential bus barn locations for the Albany Transit Service.

### Proposed Process

<b><i>Dec 2016</i></b>	Staff begins developing core UPWP components MPO considers additional planning tasks
<b><i>Jan 2017</i></b>	Preliminary draft UPWP for review by TAC and Board Preliminary draft provided to ODOT, FHWA and FTA for comment
<b><i>Feb 2017</i></b>	UPWP review with FHWA, FTA, and ODOT
<b><i>March 2017</i></b>	Revised draft UPWP for TAC and Board review Prepare comment response log
<b><i>April 2017</i></b>	Adopt UPWP
<b><i>June 2017</i></b>	FY17-18 Funding Agreement signed



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December 7, 2016

**TO:** AAMPO Policy Board

**FROM:** Theresa Conley, AAMPO Manager

**SUBJECT: Oregon Freight Plan Updates**

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### Action Requested

The AAMPO Board is asked to propose facilities in the AAMPO area for potential inclusion as a ‘Critical Urban Freight Corridor’. Statewide, ODOT can add up to 77 miles to a new “National Freight Highway System” within urban areas. Recommendations from Technical Advisory Committee members will be shared at the meeting.

### Background

ODOT is amending the Oregon Freight Plan to comply with the Fixing America's Surface Transportation Act (FAST Act). The update will include an inventory of facilities with freight mobility issues, identification of performance measures, and a fiscally constrained freight investment plan. For discussion today, the update will also include establishment of a new “National Highway Freight Network” for strategic investment and development in support of the national freight system. The Freight Network is separate from the National Highway System and will not necessarily include the same facilities.

The Freight Network includes highways as well as local roads, railways, navigable waterways, pipelines, ports, airports, and intermodal facilities necessary for the efficient and safe movement of freight in our country. The Freight Network includes the following subsystems of roadways:

**Primary Highway Freight System:** The network of highways, or segments of highways, most critical to the national freight transportation system. In Oregon, this includes I-84, I-5, I-205, I-105 and small parts of I-82, OR99E, US 30, Belmont Ave, Yeon Ave, and intermodal facilities such as the Port of Portland, Portland Airport, Eugene Reload.

**Other Interstate portions:** Remaining portion of Interstate roads not included above. These routes provide important continuity and access to freight transportation facilities. In Oregon, small sections of I-405 and I-5 are included.

**(New) Critical Urban Freight Corridors:** Public roads in urbanized areas which provide access and connection to the Primary Highway Freight System and the Interstate

with other ports, public transportation facilities, or other intermodal transportation facilities.

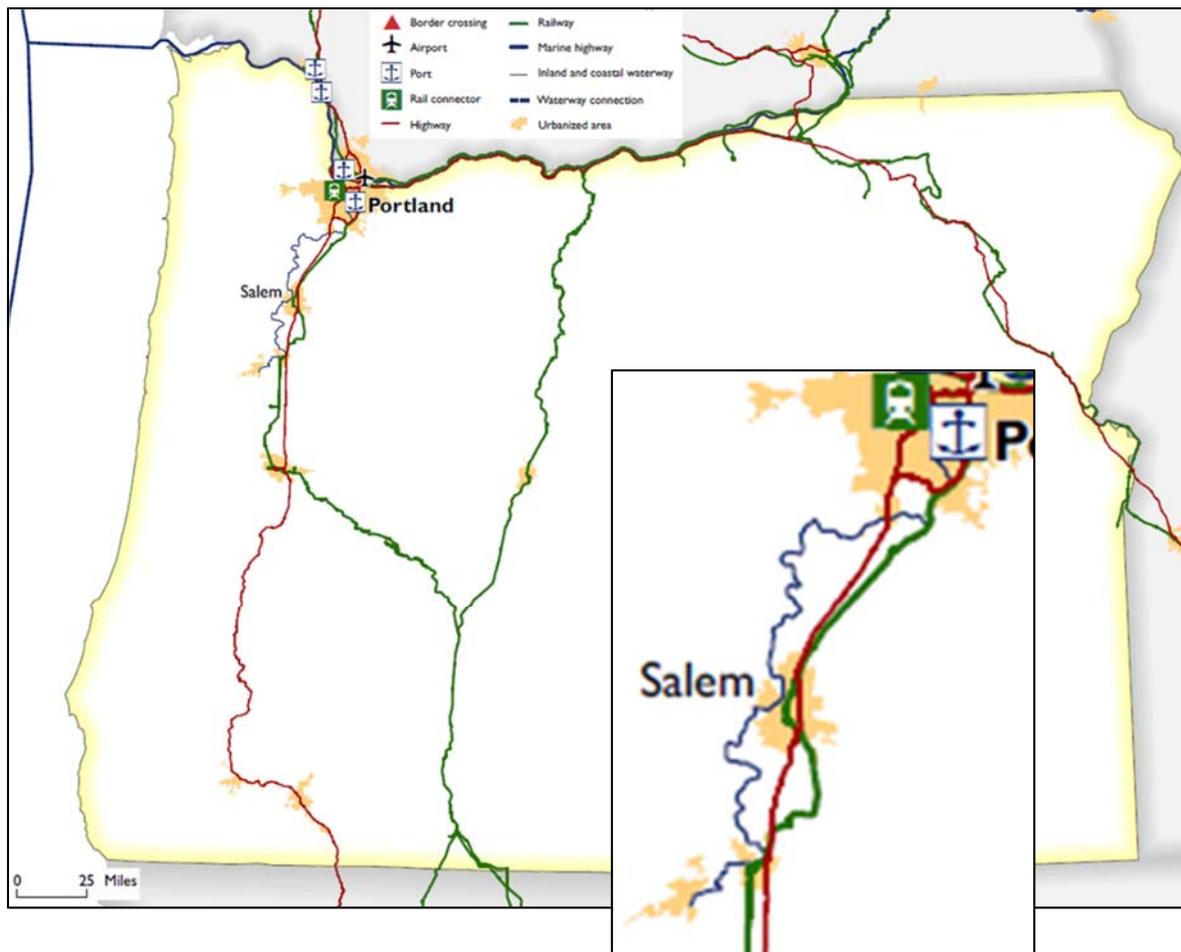
**(New) Critical Rural Freight Corridors:** Public roads not in an urbanized area which provide access and connection to the Primary Highway Freight System and the Interstate with other important ports, public transportation facilities, or other intermodal facilities.

ODOT is seeking MPO input on the Critical Urban Freight Corridors component. ODOT is able to add up to 77 miles to the NHS within MPO areas, and this can include local roads, railways, navigable waterways, and pipelines, key seaports, airports, and intermodal facilities necessary for the efficient and safe movement of freight throughout the country. ODOT can also add 155 miles of Critical Rural Freight Corridors to the Freight Network.

### Current National Highway System in AAMPO

ODOT's interim National Highway Freight Network map shows I-5, the UP rail line and the Willamette River as the critical corridors in the AAMPO. It does not include OR34, US20, intermodal connectors, freight yards, or local roadways. The current National Highway System within the Albany area is shown on the following page, but these routes are not necessarily included in the new Freight Network.

### National Highway Freight Network (Interim Map)



## Albany Area Metropolitan Planning Organization (AAMPO) 2017 Meeting Dates

<b>Policy Board</b> 4 <sup>th</sup> Wednesday of the Month 2:30 – 4:30 pm	<b>Technical Advisory Committee</b> 2 <sup>nd</sup> Thursday of the Month 1:30 – 3:30 pm
January 25	January 12
February 22	February 9
March 22	<i>February 27 - Unified Planning Work Program Review (Optional) 1:30 pm</i>
<i>February 27 - Unified Planning Work Program Review (Optional) 1:30 pm</i>	March 9
April 26	April 13
May 24	May 11
June 28	June 8
July 26	July 13
August 23	August 10
September 27	September 14
October 25	October 12
November 22	November 9
December 27	December 14