
AGENDA
Bend Metropolitan Planning Organization
Policy Board

Date: April 21, 2020

Time: 12:00 – 1:00 pm

Location: Virtual meeting. Participation information is provided below:

Please register for the meeting on the following link:

<https://attendee.gotowebinar.com/register/371330771737864462>

After registering, you will receive a confirmation email containing information about joining the meeting.

To join the meeting by phone only, dial the following number and enter the audio code when prompted.

Phone: (415) 930-5321

Audio Code: 908-734-613

To reduce noise interference, callers will be muted. Comments can be provided via email to janderson@bendoregon.gov prior to the meeting to be shared with the group.

Contact: Tyler Deke, BMPO Manager (541) 693-2113 (office), (541) 633-9298 (mobile) or tdeke@bendoregon.gov

1. Call to Order & Introductions

2. Public Comment

Action Items

3. Review and approve minutes from the February 18, 2019 Policy Board meeting (Attachment A).

Recommended Language for Motion: I move approval of the February 18 draft meeting minutes as presented.

4. 2018-2021 Metropolitan Transportation Improvement Program Amendment

Background: An amendment is proposed for the 2018-2021 MTIP. The amendment was noticed on the bendoregon.gov website and through email notification to the MPO email lists and news media. Notice was also emailed to Bend MPO interested parties and media/news outlets. To date, no significant comments have been received. Any comments received will be discussed at the MPO meeting. Staff will provide an overview of the proposed amendment.

Attachments: Summary of proposed MTIP amendment (**Attachment B**)

Action Requested: Review and consider approval of the proposed amendment

Recommended Language for Motion: I move approval of the proposed amendment to the 2018-2021 MTIP as presented

5. 2021-2024 Metropolitan Transportation Improvement Program Adoption

Background: The draft 2021-2024 Metropolitan Transportation Improvement Program (MTIP) identifies transportation projects that are scheduled in federal fiscal years 2021-2024. Federally funded and locally funded projects anticipated by local agencies and ODOT are included in the MTIP. Staff will review the draft document.

Attachments: Resolution 2020-01 to adopt the 2021-24 MTIP (**Attachment C**). The draft MTIP is posted on the following link:
<https://www.bendoregon.gov/MTIP>

Action Requested: Review and approve the 2021-24 MTIP

Recommended Language for Motion: I move to adopt the 2021-2024 Metropolitan Transportation Improvement Program by means of Resolution 2020-01.

Information/Discussion Items

6. Surface Transportation Block Grant Funds

Background: The Surface Transportation Block Grant Program (STBG) is one of the core federal transportation funding programs. ODOT distributes a portion of its STBG funds to cities, counties, and small MPOs through a cooperative process. Staff will provide an update on development of a funding distribution process.

Attachments: Status update slide (**Attachment D**). Additional information may be shared during the meeting.

Action Requested: Continue discussion about distribution of STBG funding

7. Other Business

As time allows, staff will provide updates on other MPO business

8. Public Comment

9. Future Policy Board Meetings

-The Budget Committee is scheduled to meet on May 5 at 12 noon

-The next regular meeting of the Policy Board is scheduled for May 19 at 12 noon

10. Adjourn



Accessible Meeting/Alternate Format Notification

The Bend MPO is devoted to creating a public meeting event, materials and communications that are accessible. If additional formatting or a physical location is requested, please contact Jovi Anderson at (541) 693-2122, janderson@bendoregon.gov and/or TTY (541) 389-2245. Individuals who do not have access to a phone or computer can call-in or livestream the meeting at the Bend City Hall, Board Room, 710 NW Wall Street.

Individuals who require this meeting location must contact the BMPO staff at least 24 hours prior to the event to reserve a space and ensure we provide adequate space to meet the social distancing provisions specified in Governor Brown's Executive Order 20-12. Providing at least 3 days' notice prior to the event or end of comment period will help ensure availability of services requested.

BEND METROPOLITAN PLANNING ORGANIZATION
POLICY BOARD
DRAFT Minutes
February 18, 2020

Deschutes Services Center, 1300 NW Wall Street, 1st Floor – DeArmond Room, Bend, Oregon

Policy Board Members Present

Bend City Council: **Chair** Justin Livingston, Barb Campbell (*absent: Chris Piper*)
 Deschutes County Commission: **Vice-Chair** Anthony DeBone
 Oregon Department of Transportation (ODOT): David Amiton, *alternate*

MPO Staff: Tyler Deke, *Manager*; Jovi Anderson, *Program Coordinator*; Andrea Napoli, *Senior Planner*; Cameron Prow, TYPE-*Write II*

Visitors: Chris Doty, *Deschutes County Road Department*; David Abbas, *City of Bend Streets & Operations Director*; Eric Baird, *City of Bend Accounting/Reporting Manager*; Gary Vodden, *BMPO Budget Committee*; Greg Bryant, *Deschutes River Woods Neighborhood Association and Citywide Technical Advisory Committee (CTAC) Ex Officio*; Melanie Kebler; Michel Bayard, *BMPO Technical Advisory Committee*; Steve Porter; Tracy Stabler, *City of Bend Assistant Finance Director*

Media: None

(Agenda items appear in discussion order. The 3 digits after a motion title show the number of member jurisdictions voting in favor/opposed/abstaining.)

1. Call to Order – Introductions

Chair Livingston called the regular meeting of the Bend Metropolitan Planning Organization (Bend MPO) Policy Board to order at 12:03 p.m. on Tuesday, February 18, 2020, with a quorum of member jurisdictions present (3 of 3).

2. Public Comment

None.

ACTION ITEMS

3. Review/Approve Policy Board Minutes

Data: January 29, 2020 (Agenda Attachment A)

Motion 1 (3/0/0): Ms. Campbell moved approval of the January 29, 2020, draft meeting minutes as presented. Mr. DeBone seconded the motion which passed unanimously.

4. Annual Financial Report Presentation

Data: Annual Financial Report Fiscal Year Ended June 30, 2019

Mr. Deke introduced Ms. Stabler and Mr. Baird.

Ms. Stabler explained the City of Bend has an Intergovernmental Agreement with the Bend MPO to provide all accounting and reporting services. Moss Adams LLP performed the annual BMPO audit.

Mr. Baird presented the Annual Financial Report for FYE 2018-2019 and reported a “clean audit” for the Bend MPO.

Policy Board members requested, and received, clarification about interest expense on the overnight loan. Chair Livingston thanked Mr. Baird, Ms. Stabler, and the City's Finance Department.

Motion 2 (3/0/0): Mr. DeBone moved acceptance of the 2018-19 annual financial report. Ms. Campbell seconded the motion which passed unanimously.

5. Elect Chair and Vice-Chair

Policy Board discussion covered the rationale for having the Chair and Vice-Chair be from different jurisdictions.

Mr. DeBone nominated Mr. Livingston as Chair for 2020. Mr. Livingston agreed to serve. Ms. Campbell seconded the nomination. Members voted unanimously for Mr. Livingston.

Ms. Campbell nominated Mr. DeBone as Vice-Chair for 2020. Mr. DeBone agreed to serve. Members voted unanimously for Mr. DeBone.

6. 2021-2024 Surface Transportation Block Grant Funds

Data: PowerPoint

Mr. Deke reminded Policy Board members of their agreement at the last meeting to develop a multi-year STBG funding distribution process. The process would include annually reviewing and amending the project list if available funds were lower or higher than expected. He reviewed future MPO expenses and asked if pavement preservation funding should be allocated by a percentage or a set amount. He recommended ITS (Intelligent Transportation Systems) funding be included in the STBG funding allocated to the City. He also recommended STBG funding allocated to the City be done without restricting the City on the type of projects associated with pavement preservation. *Next steps:* MPO staff and the Technical Advisory Committee (TAC) will develop options for Board consideration on how to allocate the remaining STBG funds.

Mr. Abbas discussed past and future City transportation needs.

Policy Board concerns included pavement preservation funding sources, eligible road types (arterials and collectors, local streets), flexibility of STBG funds, advantages from stabilizing funding expectations of other agency partners, and number of years covered by the multi-year process. Following discussion, Policy Board members agreed to allocate 60% of the annual STBG funding to City street preservation and to classify this allocation as "City of Bend Maintenance Needs" which could include ITS and bridge projects. Chair Livingston directed establishing the number of years in the multi-year funding process in the budget planning document.

Ms. Anderson assured Policy Board members this preferred allocation could be amended following the public hearing process used to amend other projects.

7. Future MPO Work

Data: PowerPoint

Mr. Deke outlined upcoming work items and requested direction on how the MPO should engage in and prioritize these efforts.

Mr. Doty expressed support for working with other jurisdictions to implement programs in the County and City TSAPs (Transportation Safety Action Plans) and TSPs (Transportation System Plans).

Policy Board members favored assigning a higher priority to projects that meet the needs of more than one jurisdiction.

INFORMATION ITEMS

8. Legislative Update

Mr. Deke discussed potential impacts of Oregon Senate Bill 1530 on the Bend MPO.

9. Other Business

Ms. Anderson announced she expected the annual Budget Committee meeting to be held during the first week of April 2020.

Vice-Chair DeBone reported attending a Mobility Advisory Committee meeting in Salem, Oregon, last week. He summarized feedback from the Oregon trucking industry about roundabouts on freight corridors.

10. Public Comment

Mr. Vodden asked about Highway 20 improvements between NE 27th Street and the eastern UGB (urban growth boundary). Mr. Amiton summarized ODOT's planning process for the next biennium and how that might impact plans for Highway 20 improvements between Tumalo and the Ward Road/Hamby Road intersection. Mr. Doty said a roundabout was planned for the Ward Road/Hamby Road intersection in 2021-2022.

Mr. Bryant summarized concerns he heard at the last Boyd Acres Neighborhood Association meeting. He suggested a County representative attend the next meeting to respond to neighbor concerns about transportation changes planned for that area.

11. Next Policy Board Meeting

March 17, 2020, 12 noon (2nd Tuesday)

12. Adjourn

Motion 3 (3/0/0): Ms. Campbell moved to adjourn. Chair Livingston seconded the motion which passed unanimously.

With no further business, Chair Livingston adjourned the meeting at 1:16 p.m.

Key Number: 21758 **2018-2021 STIP**
Project Name: US20: Sisters Interchange Bridge (Bend) **(PENDING AMENDMENT)**

Project Overview			
Total Current Estimate	\$62,386.00	Description	Design for a future construction project to repair bridge to Sisters in Bend to prevent further damage.
Responsible Region	4	Related Programs	
Project Status Date	10/18/2019	STIP Name	2018-2021 STIP
Project Status	UNAPPROVED	Administrator	ODOT
Monitor	FNLPLN	Applicant	ODOT
Bid Let Date		MPO	Bend MPO
Target Date		Constructor	CONTRACTOR PAYMENTS
Award Date		Functional Class	URBAN PRINCIPAL ARTERIAL-OTHER
Air Quality Approval Req.		Work Class	RESURFACING
Air Quality Approval Date.		IGA #	
		Contract #	
Created On	10/18/2019	Created By	Tana Libby
Last Updated On	2/26/2020	Last Updated By	Tana Libby

Locations													
Route	Highway	MP Begin	MP End	Length	Street	City	County	ACT	Bridge	Reg	State Repr Dist	State Sen Dist	US Cngr Dist
US-20	017 MCKENZIE-BEND	18.39	18.43	0.04		BEND	DESCHUTES	COACT	08829	4	53	27	2

Phases												
Ph	Phase Total Est. Cost	Original Auth Amount	Original Auth Date	Current Auth Amount	Current Auth Date	Current STIP Amount	Curr STIP Year	Initial STIP Amount	Init STIP Year	EA	Fed Aid ID	Status
PE	62,386.00	0.00		0.00		62,386.00	2020	62,386.00	2020			APPROVED
Tot	62,386.00	0.00		0.00		62,386.00		62,386.00				

Work Types					
Phase	Work Type	Percent of Phase	Work Type Amount	Opt Code	Option Desc
PE	BRIDGE	100.00%	62,386.00	S	STATE PROJECT
	PE Totals	100.00%	62,386.00		
	Grand Totals		62,386.00		

Financial Plan -- Target Amounts									
Phase	Funding Resp	STIP	Year	Use Hist Savings	Total Trgt Amt	Fed Trgt Amt	State Trgt Amt	Local Trgt Amt	Comment
PE	FIX-IT SW BRIDGE	2018-2021 STIP	2020		0.00	0.00	0.00	0.00	
	PE Totals				0.00	0.00	0.00	0.00	
	Grand Totals				0.00	0.00	0.00	0.00	



Key Number: **21758** 2018-2021 STIP

Project Name: **US20: Sisters Interchange Bridge (Bend)** (PENDING AMENDMENT)

Financial Plan -- Estimate / Actual Amounts									
Phase	Funding Resp	STIP	Year	Use Hist Savings	Total Est/Act Amt	Fed Est/Act Amt	State Est/Act Amt	Local Est/Act Amt	Comment
PE	FIX-IT SW BRIDGE	2018-2021 STIP	2020		62,386.00	55,978.96	6,407.04	0.00	
	PE Totals				62,386.00	55,978.96	6,407.04	0.00	
Grand Totals					62,386.00	55,978.96	6,407.04	0.00	

Fund Codes											
Phase	Fund Code	Description	ICA P	Percent of Phase	Total Amount	Federal Percent	Federal Amount	State Percent	State Amount	Local Percent	Local Amount
PE	ACPO	ADVANCE CONSTRUCT PR		100.00%	62,386.00	89.73%	55,978.96	10.27%	6,407.04	0.00%	0.00
	PE Totals			100.00%	62,386.00		55,978.96		6,407.04		0.00
Grand Totals					62,386.00		55,978.96		6,407.04		0.00

Amendments						
Status Date	Amendment Num.	Status	Project Change Type	S/C	Key Number	Change Reason
2/13/20	18-21-3562	PENDING	DRAFT TO CURRENT		21758	Add new project, moving the Preliminary Engineering phase from the 2021-2024 STIP for delivery in federal fiscal year 2020.

Selection Criteria: STIP	2018-2021 STIP	Key Number	21758	Project ID	41963
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**Resolution Number 2020-01
Bend Metropolitan Planning Organization Policy Board**

**For the Purpose of Adopting the
2021-2024 Metropolitan Transportation Improvement Program**

WHEREAS, the US Department of Commerce, Bureau of Census has declared that the City of Bend and the adjoining areas in Deschutes County form an Urbanized Area, named the Bend Urbanized Area; and

WHEREAS, the State of Oregon has designated representatives of the said areas, together with a representative of ODOT, as the Bend Metropolitan Planning Organization (BMPO) to carry out the Metropolitan Transportation Planning Process; and

WHEREAS, among the major requirements of the Metropolitan Transportation Planning Process is the development of a Metropolitan Transportation Improvement Program (MTIP) that enumerates priority transportation projects in the Bend Urbanized Area; and

WHEREAS, the BMPO has developed a FY2021-2024 MTIP in coordination with ODOT and the local transit provider in compliance with all applicable federal and state requirements; and

WHEREAS, the FY2021-2024 MTIP meets the federal requirement of financial constraint; and

WHEREAS, the public has been notified and afforded reasonable opportunities to review and comment on the content of the FY2021-2024 MTIP.

NOW, THEREFORE, BE IT RESOLVED, that the Policy Board of the Bend MPO approves and adopts the FY2021-2024 MTIP and directs staff to submit the document to ODOT for inclusion in the FY2021-2024 Statewide Transportation Improvement Program.

Adopted by the Bend Metropolitan Planning Organization the 21st day of April 2020.

Yes: _____ No: _____ Abstain: _____

Authenticated by the Chair this 21st day of April 2020.

Justin Livingston, Chair

Attest:

Tyler Deke, MPO Manager

STBG Update & Discussion

- Progress of Funding Process for “Other” Projects
 - TAC Workgroup Formed
 - Meeting #1: Developed draft project funding criteria
 - In Process: Finalize criteria language and develop ranking process
- Review/Discuss MPO Distribution of STBG Dollars

Annual STBG Funding Allocation \$1,205,000 (from Draft 2021-2024 MTIP)					
Project Name	Year	% of Annual Funding	Amount (Estimated)	STBG Balance	Entity
Maintenance / Preservation & ITS	2022	60%	\$ 723,000	\$ 482,000	City of Bend
"Other" Projects	2022	15%	\$ 180,750	\$ 301,250	Varies
MPO Staffing/Ops	2022	18%	\$ 221,250	\$ 80,000	Bend MPO
→ Reserve	2022	7%	\$ 80,000	\$ -	Varies