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**AGENDA**  
**Bend Metropolitan Planning Organization**  
***Policy Board***

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**Date:** February 16, 2021  
**Time:** 11:30 am – 1:00 pm  
**Location:** Virtual meeting. Participation information provided below:

Register in advance for to participate in this meeting:

[https://bendoregon.gov.zoom.us/webinar/register/WN\\_HGCtwT0KQo6ATrhBiiOEkg](https://bendoregon.gov.zoom.us/webinar/register/WN_HGCtwT0KQo6ATrhBiiOEkg)

After registering, you will receive a confirmation email containing information about joining the webinar or call in options.

To Join by Phone: 833 548 0276 (Toll Free) Enter Webinar ID: 923 1736 7976

To comment during the meeting: Please use the "raise hand" feature and staff will call on you. Phone in callers use \*9.

Event Passcode: bmpo (*the password is not typically required except on limited tablets and browsers*)

YouTube Stream Option: [https://youtu.be/OnRX1xWe\\_Rw](https://youtu.be/OnRX1xWe_Rw)

Contact: Tyler Deke, BMPO Manager (541) 693-2113 or [tdeke@bendoregon.gov](mailto:tdeke@bendoregon.gov)

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1. Call to Order & Introductions.....**Barb Campbell**
2. Virtual Meeting Guidelines.....**Jovi Anderson**
3. Public Comment.....**Barb Campbell**

***Action Items***

**4. Elect Chair and Vice-Chair**

Background: The Policy Board Bylaws state that the Policy Board shall elect the Chair and Vice Chair at the second meeting of the calendar year to serve for that year.

Attachments: None

Action Requested: Election of officers for calendar year 2021

**5. Annual Financial Report Presentation.....Eric Baird, City of Bend**

Background: An audit of the BMPO’s governmental activities and major funds is prepared each year. The audit of the year ending June 30, 2020 was recently completed. Staff will provide an overview of the audit.

Attachments: None. The report is posted on the following link:  
<https://www.bendoregon.gov/Home/ShowDocument?id=48739>

Action Requested: Review and accept the annual financial report

Recommended Language for Motion: I move acceptance of the 2019-2020 annual financial report

**6. Meeting Minutes.....Chair**

Review and approve the January 19, 2021 (**Attachment A**) Policy Board draft meeting minutes

Recommended Language for Motion: I move approval of the January 19, 2021 draft meeting minutes as presented.

**7. Oregon MPO Consortium.....Chair**

Background: The Oregon Metropolitan Planning Organization Consortium (OMPOC) was formed in 2005 and is comprised of Board members from each of the state’s MPOs. OMPOC is a forum for MPOs to work together on matters of mutual interest and statewide significance.

Attachments: None. Information about OMPOC is available on the following website: <http://www.ompoc.org/>

Action Requested: Assign two Board members to serve on OMPOC for 2021

**8. Budget Committee Appointments.....Chair**

Background: The Budget Committee meets annually to review the Proposed Budget and make a recommendation to the Policy Board. There are currently two open positions on the Committee. Staff posted notice of the openings on the MPO website and forwarded notice to the MPO email lists. Three applications were submitted for the Committee openings, and Councilor Perkins and staff reviewed the applications. Councilor Perkins will make a recommendation to the Board.

Attachments: Budget Committee roster (**Attachment B**)

Action Requested: Appoint two Budget Committee members

**9. 2021-2022 Work Program and Budget.....Staff**

Background: Staff is developing the draft MPO work program and budget for FY2021-2022. Staff will review the draft work program and engage the Board in a discussion of potential work items for the next fiscal year.

Attachments: Work Program and Budget schedule (**Attachment C**). The draft work program is posted on the following link:  
<https://www.bendoregon.gov/home/showpublisheddocument?id=48721>

Action Requested: Review draft 2021-2022 work program and provide input on proposed work activities.

**Information Items**

**10. US97 Parkway Plan Alternate Mobility Targets.....Rick Williams, ODOT**

Background: ODOT, in cooperation with the City of Bend, Bend MPO and others developed the US97 97 Parkway Plan over the past 3 years. The Plan identifies Parkway improvements and modifications for the next 20 years. The final work item is an assessment of the intersection mobility targets (operating standards) along and near the Parkway. ODOT staff will provide an overview of the mobility targets analysis and next steps.

Attachments: None. A summary document will be posted in advance of the meeting.

Action Requested: None. Information item

**11. Other Business.....Chair**

**12. Public Comment.....Chair**

**13. Next Policy Board Meeting**

A special meeting of the Policy Board is scheduled for February 23 from 11:30 am to 1:00pm. This meeting will focus on the US97/Baker Road Interchange Area Management Plan

The next regular meeting of the Policy Board is scheduled for March 16 from 11:30 am to 1:00 pm.

**14. Adjourn**



**Accessible Meeting/Alternate Format Notification**

This meeting event/location is accessible. Sign or other language interpreter service, assistive listening devices, materials in alternate format, such as Braille, large print, electronic formats, or any other accommodations are available upon advance request at no cost. Please contact Jovita Anderson no later than 24 hours in advance of the meeting at (541) 693-2122, or [janderson@bendoregon.gov](mailto:janderson@bendoregon.gov). Providing at least 2 days-notice prior to the event will help ensure availability.

**DRAFT**  
BEND METROPOLITAN PLANNING ORGANIZATION  
**POLICY BOARD**  
Virtual Meeting – MINUTES  
**January 19,2021**

Policy Board Members Present

Bend City Council: Meeting Chair Barb Campbell, Megan Perkins, Rita Schenkelberg  
Deschutes County Commission: **MPO Vice-Chair** Tony DeBone, Phil Chang  
Oregon Department of Transportation (ODOT): Bob Townsend

Policy Board Alternates

City: David Abbas, *City of Bend Transportation and Mobility Director*  
County: Chris Doty, *Deschutes County Road Department Director*  
State: Rick Williams, *ODOT Region 4 Principal Planner*; David Amiton, *Region 4 Planning Manager*

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

Visitors: Cristal Taylor and Melissa Hodnett, *City of Bend Budget & Financial Planning*; Don Moore, *Bend MPO Budget Committee*; Greg Bryant, *Bend MPO Technical Advisory Committee (TAC)*; Liz Dickson, *Dickson Hatfield*; Tony DeBone, *Bend MPO Vice-Chair*

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**

2020 Vice-Chair DeBone called the regular meeting of the Bend Metropolitan Planning Organization (Bend MPO) Policy Board to order at 12:03 noon p.m. on Tuesday, January 19,2021, with a quorum of member jurisdictions present (3 of 3). He announced that, due to the recent election, Mr. Chang was taking his place on the Policy Board. He passed control of the meeting to Ms. Campbell, who agreed to serve as Temporary Chair for today's meeting.

ACTION ITEMS

**5. Meeting Minutes**

Data: December 15, 2020, draft meeting minutes (Agenda Attachment A)

**Motion 1** (3/0/0): Mr. DeBone moved approval of the December 15, 2020, draft meeting minutes as presented. Ms. Campbell seconded the motion which passed unanimously.

**3. Public Comment**

None.

**2. Virtual Meeting Guidelines**

Ms. Anderson reviewed the meeting guidelines.

**4. Introduction of New Policy Board Members**

Policy Board members, MPO staff, and visitors introduced themselves and summarized their interest in transportation.

MPO staff (4) introduced themselves and summarized their employment background and experience in transportation planning.

Policy Board alternates Amiton, Williams, Doty, Abbas,

#### ACTION ITEMS

**6. 2021-2024 Metropolitan Transportation Improvement Program Amendment**

Data: Summary of proposed MTIP amendment (Agenda Attachment B)

Ms. Anderson provided an overview of the proposed amendment to Key 21483 (US20: Mervin Sampels Road–Greenwood Avenue (3<sup>rd</sup> Street, Bend). She reported receiving one public comment in support of this project.

Mr. Townsend added background details about the project goals and expected gains.

Policy Board concerns included funding sources.

**Motion 2** (3/0/0): Ms. Perkins moved approval of the proposed amendment to the 2021-2024 MTIP as presented. Mr. Townsend seconded the motion which passed unanimously.

#### INFORMATION ITEMS

**8. Public Comment**

None.

**7. Other Business**

**9. Next Policy Board Meeting**

Mr. Deke asked if the standing meeting date and time (3<sup>rd</sup> Tuesday, 12-1:30 p.m.) was acceptable to all Policy Board members. Mr. Chang requested an earlier start time due to a schedule conflict with the Association of Oregon Counties “county college” training required during the first six months of his commissioner term. Ms. Anderson stated she would communicate with Policy Board members to determine a mutually agreeable date and time for the February meeting.

Mr. Deke reported ODOT had asked the Policy Board to serve as a steering committee for the Highway 97/Baker Road interchange study. The project team would like to have a kickoff meeting in mid-to-late February. He stated he would poll Policy Board members this weeks on potential dates and times.

Temporary Chair Campbell announced Policy Board’s officer positions (Chair and Vice-Chair) would be elected at the February 2021 meeting.

**10. Adjourn**

**Motion 3** (3/0/0): Ms. Campbell moved to adjourn. The motion was seconded and passed unanimously.

With no further business, Mr. Deke adjourned the meeting at 1 p.m.

<b>Bend MPO Budget Committee - 2021</b>		
<b>Name</b>	<b>Term Start</b>	<b>Term End</b>
<i>Citizen Members</i>		
Don Moore	07/01/19	06/30/22
Andrew Davis	07/01/18	06/30/21
Janet Gregor	07/01/18	06/30/21
VACANT	7/1/2020	06/30/23
VACANT	7/1/2020	06/30/23
<i>2021 Policy Board Members</i>		
	<b>Jurisdiction</b>	
Megan Perkins	City of Bend	
Rita Schenkelburg	City of Bend	
Barb Campbell	City of Bend	
Phil Chang	Deschutes County	
Bob Townsend	ODOT	

# BEND MPO BUDGET/UPWP PLANNER 2021

PROJECT PHASE	STARTING	ENDING
PREPARE DOCUMENTS	1/4/2021	1/15/2021
BUDGET & WORK PLAN (UPWP) TO FEDERAL/STATE PARTNERS (DUE THREE WEEKS PRIOR TO UPWP MEETING)	1/18/2021	1/21/2021
UPWP MEETING WITH FHWA/FTA/ODOT	2/11/2021	
PUBLISH NOTICE (BUDGET COMMITTEE MEETING) 8-12 DAYS PRIOR - UPDATE WHEN COMMITTEE DATE IS FINAL -	3/6 - 3/10/2021 12 DAYS PRIOR	3/13-3/18/2020 8 DAYS PRIOR
POST PROPOSED FY22 BUDGET	3/19/2020	
BUDGET COMMITTEE MEETING (EXACT DATE TBD) TYPICALLY 90 MINUTE MEETING DURING LUNCH HOUR	3/22/2021	3/26/2021
PUBLISH NOTICE (BUDGET ADOPTION) 8-14 DAYS PRIOR TO PUBLIC HEARING	4/6/2021	4/12/2021
ADOPTION NOTICE TO BULLETIN (5 DAYS PRIOR TO PRINT DATE)	4/1/2021	
POLICY BOARD BUDGET & UPWP ADOPTION (POTENTIAL TO DELAY TO 5/18/2021, IF NEEDED)	4/20/2021	
MPO FUNDING AGREEMENT PROCESSED WITH ODOT	May 2021	June 2021

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