

Meeting Agenda

May 8, 2024

5:30 – 7:30 PM

This meeting will be conducted by videoconference only
(there is no in-person option this month)

To join the meeting from your computer, tablet or smartphone:

<https://us06web.zoom.us/j/88646485216?pwd=RjJnVWtMNnFuK0pXQVp4dFBKeXl2Zz09>

To dial in using your phone:

+1 (669) 900-6833

Meeting ID: 886 4648 5216

Passcode: 525130

Meeting highlights

- LaneACT transportation funding priorities
- Steering Committee expansion
- Connect Oregon application review process

Note: Times listed are approximate. Items may be considered at any time or in any order at the discretion of the Chair and members of the Commission, in order to conduct business efficiently. Individuals interested in a particular item are advised to arrive at the start of the meeting.

- 1. Call to order** (welcome and introductions) **Quorum = 16** **5:30**
- 2. Review and approve agenda** (modifications may be proposed) **5:35**
Note: The announcements and information sharing portion of the meeting has been moved to the end of the agenda for this meeting (Item .
- 3. Consent items (quorum required)** **5:40**
The following routine items will be approved in one action by consensus, without any discussion. If a member would like to discuss an item, that item will be removed from the consent agenda and considered separately.
 - Approve minutes from April 10 meeting (page 4)
 - Letter of support for Lane County grant application (page 19)
- 4. Comments from the audience** **5:45**
The LaneACT Chair will ask if there are any comments. Please state your name and address.

- 5. ODOT Region 2 Manager** **5:50**
Summary: Savannah Crawford has requested time on the agenda to (1) introduce herself. She will also (2) provide a presentation on ODOT funding needs, and (3) offer her perspective on the role of the ACTs.
Presenter: Savannah Crawford – ODOT Region 2 Manager
Attachment: There are no attachments for this item.
- 6. LaneACT Steering Committee expansion (*quorum required*)** **6:20**
Action requested: (1) Decide whether to hold a special election for the purpose of expanding the Steering Committee. (2) If there is consensus, decide (a) when to hold the special election, and (b) agree on the procedure.
Recommendation: The Steering Committee recommends waiting until the bylaws are updated before deciding if and how to expand the committee.
Presenters: Shelly Clark – LaneACT Chair; Bill Johnston – LaneACT staff
Attachment: Summary memo and attachments (page 23)
- 7. LaneACT transportation funding priorities (*quorum required*)** **6:35**
Action requested: (1) Agree on a process for ranking projects. (2) Agree on project categories. (This is a continued discussion from the previous meeting.)
Presenters: Steering Committee – Shelly Clark, Keith Weiss, Vidal Francis.
Attachments: Summary memo and other attachments (page 28)
- 8. Connect Oregon application review process** **7:00**
Summary: Staff will present a proposed approach for reviewing and ranking funding requests received for three projects in the LaneACT area. The review will be conducted at the June 12 meeting. Presentations from the applicants may or may not be necessary.
Presenter: Anais Mathez – LaneACT staff
Attachment: Summary memo and attachments (page 39)
- 9. Announcements and information sharing (*please be brief*)** **7:15**
a. Announcements from the Chair – Shelly Clark
b. ODOT update – Vidal Francis
c. LaneACT staff update – Anais Mathez
d. Central Lane Metropolitan Policy Committee update – Paul Thompson
e. Member updates – all
- 10. Future topics** **7:25**
Summary: Refer to the list of future meetings and topics (attached).
Presenter: Anais Mathez – LaneACT staff

Additional attachments and other information (for information only)

- Future meetings and topics (page 80)
- LaneACT member roster (page 83)
- Monthly attendance report (page 86)
- Central Lane MPO meeting agendas and minutes – <https://www.lcog.org/bc-mpc>

Upcoming meetings

- May 16 (Thursday) – Steering Committee (1:00 – 2:30)
- June 12 (Wednesday) – LaneACT (5:30 – 7:30)
- June 20 (Thursday) – Steering Committee (1:00 – 2:30)

Meeting materials are posted at www.LaneACT.org prior to each meeting. To be included on the email notification list, contact Anais Mathez at anais.mathez@3j-consulting.com

Mailing address: 2080 Laura St; Springfield, OR 97477

APRIL 2024 -- M I N U T E S

Lane Area Commission on Transportation (LaneACT)
The meeting was conducted online

April 10, 2024
5:30 p.m.

PRESENT:

Shelly Clark, Chair, Creswell
Keith Weiss, Vice Chair, Veneta
Curtis Thomas, Creswell
Mike Fleck, Cottage Grove
Cathy Engebretson, Coburg
Bryan Cutchen, Oakridge
Alexa Bensen, Veneta
Ryan Ceniga, Lane County
Vidal Francis, Oregon Department of Transportation (ODOT)
Paul Thompson, Central Lane Metropolitan Planning Organization (MPO)
Chief Doug Barrett and Garrett Grey, Confederated Tribes
Megan Shull, Bicycle & Pedestrian Designated Stakeholder
John Marshall, Lane County Transportation Advisory Committee (LC TrAC)
Jameson Auten, Lane Transit District (LTD)
Lucy Vinis, Eugene
Beth Blackwell, Springfield
Tiffany Edwards, Other Stakeholder
Shelley Humble, Other Stakeholder
Rob Zako, Other Stakeholder
Brodie Hylton, Other Stakeholder

ABSENT: Dune City; Lowell; Westfir; Junction City; Florence and Port of Siuslaw; Highway 126 East; Eugene Organ, Other Stakeholder

OTHERS: Journie Gering for Anais Mathez, 3J Consulting; Bill Johnston, ODOT; Representative Nancy Nathanson

1. Call to order (Welcome and Introductions)

Chair Shelly Clark called the Lane Area Commission on Transportation (LaneACT) meeting to order at 5:32 pm.

2. Review agenda – additions or deletions

Ms. Humble proposed adding a discussion about increasing the Steering Committee at the end of the main agenda if time allowed. If there is not enough time, Ms. Humble proposed that they add this as an item for the May agenda. The bylaws were added within the chat for reference.

https://www.oregon.gov/odot/GetInvolved/ACT/LaneACT_Bylaws.pdf

Consensus: There was general consensus to speak about this topic today. Mr. Zako, Ms. Vinis, and Mr. Thompson expressed interest in speaking on this topic today.

3. Consent items

- **Approve minutes from March 13, 2024, meeting**

Consensus: Approve the Minutes from the LaneACT February 14, 2024, meeting with name and title spellings as corrected.

4. Comments from the audience

No one wished to address the LaneACT members.

5. Announcements and information sharing

Announcements from the Chair

Chair Clark noted that feedback for smaller groups may best be guided towards those individuals. If one has feedback for the Steering Committee, it may be best addressed by Chair Clark, Mr. Francis, or Vice Chair Weiss. If ‘replying all’ to a large group, such as LaneACT membership, this may constitute an unnoticed meeting.

Mr. Zako noted that these comments could be part of a larger code of conduct discussion. Communication and protocols could be a future agenda item.

ODOT update

Mr. Francis noted that on Monday April 8th, they had an all-ACT meeting that included all Chairs and Vice Chairs to meet with the Oregon Transportation Commission (OTC) to discuss transportation within the State. ODOT is also beginning some construction projects as spring

begins. On OR 126, towards the McKenzie area, they will begin a paving project. This will include paving from the Linn County line up to the McKenzie. Bridges will be closed for a period of time and there will be a detour through Highway 58, or a longer detour up towards the northern end of I-5. Road closure will be between three to four days. Other bridge repairs will also occur along 126, such as the Blue River Bridge and the Fish Hole Bridge. This will occur on the east side of the county. There will also be a paving project on Highway 58 from Eagle Creek to the Salt Creek Tunnel. This is on the east side of Oakridge. On Highway 99, they will also be doing work on Fiona Drive. This will be near Jerry's and will help those who are trying to make left-hand turns going north.

Mr. Marshall asked about the presentation that Tova Peltz gave on the 2027 STIP and the Great Streets Program. In the presentation she noted that there was \$70 million allocated to the Great Streets Program. This program was designed to assist local governments and upgrade transportation corridors. The first program was limited to ODOT facilities, and the new version of the program will be expanded to include facilities owned by local governments. Is this true or an error? Mr. Francis responded that because this was directed by a higher authority, he believed it to be true. He also noted that he can confirm with others. Mr. Johnston included that he wrote the summary for this program and that this was his understanding of how Great Streets 2.0 functions. Mr. Marshall noted that the county is interested in this program because of the Blue River project. This is their main road, and they are currently searching for funding.

Chair Clark also welcomed Representative Nancy Nathanson to the meeting and asked if she would introduce herself. Representative Nathanson noted that she likes to attend meetings virtually at least once a year. She likes to hear ACT's updates, listen to their conversations, the kinds of questions that members ask, and their interests for the future. She added that she wants to make sure that she keeps in touch. Mr. Zako welcomed Representative Nathanson and noted that they will be discussing their priorities. He added that he hopes that she will chime in on these topics.

Central Lane Metropolitan Policy Committee update

Mr. Thompson noted that the MPO has a draft of their public participation plan that is out for public comment. If members are interested in how the MPO looks to engage the public in activities, they should look for that opportunity to comment. The MPO's work program for the next fiscal year is also out for public comment. He added that members can contact him if they need help finding that mechanism to comment on work that the MPO plans to do next year starting in July. The MPO did approve funding for some projects last week. They are currently underway to update the long-range plan and also a presentation on the work that they are doing to implement the State's Climate Friendly and Equitable Communities rulemaking.

Summary of April 8th ACT Chairs meeting in Salem

Chair Clark shed that there was a meeting with ACT Chairs and Vice Chairs on April 8th in Salem. The meeting kicked off around 10:30 and wrapped up around 2:30pm. They were able to

receive some updates from Oregon Transportation Commission Chair Brown. There were also some updates from Vice Chair Beyer. They had a recap of the December meeting as well. There were two main items discussed. The first of some legislative updates as well as an overview of transportation funding needs. This was presented by director Strickler. Next month's agenda for LaneACT includes a presentation from Savannah Crawford that will include the same information. If members have questions, they should direct them to Savannah after the presentation next month. One of the things that they spoke about was a funding gap for maintenance needs. Director Strickler was able to speak to the reasons for the funding gap, such as the maintenance and the inflation rate and how this plays a role in buying power was also discussed. Mr. Francis stressed the maintenance part of this presentation and noted that the biggest takeaways from this meeting were how to fill the maintenance gap and continue with maintenance that needs to happen. The dollars that they had in 2015 do not hold the same value as they did years ago and do not buy the same amount. This is due to inflation and rising costs of maintenance. Keeping up with costs and the rising need for maintenance is going to be a big push for ODOT.

The second half of the meeting they spoke about the update to the Oregon Highway Plan (OHP). They then had a discussion that was focused around three main questions. One question was if they could pick one of the Oregon Highway Plan goal areas, such as mobility, safety, climate, etc.; what would be the most critical for the OHP to address in that area. The second question asked what other challenges or opportunities might the OHP address. The third question asked what is needed the most from the OHP. There was also interest in continuing these conversations at the next meeting.

Mr. Zako noted that he is the elected ambassador for LaneACT. He added the role description in the chat box, "AMBASSADOR(S): Optionally, LaneACT may elect one or more Ambassadors to represent it, in place of the Chair or Vice-Chair, when coordinating with the OTC, other ACTs and other entities". He noted that he was not consulted or notified of the meeting and felt that this was disrespectful. He added that he would like to be consulted for future meetings.

Chair Clark thanked him for the feedback and noted that this meeting was specifically designated for Chairs and Vice Chairs.

Mr. Thompson noted that he also attended this meeting and that he had heard two important points. One point was that Director Strickler talked about operations and maintenance budget shortfalls and a focus on that for ODOT in the 25 session. He said that ODOT did not plan on pursuing project funding or putting forth new projects for the most part in the 25 session. They will need to get their operations and maintenance budget whole again. Mr. Thompson added that this may play into the ACT's discussion over the next several months about project priorities and the significance of ODOT projects that are on that list. They should clarify with ODOT whether it's appropriate to prioritize these kinds of projects and if they would be at odds with the direction of the director's office or ODOT.

Mr. Thompson also mentioned Oregon Transportation Commission Chair Julie Brown mentioned some things that she has heard from the 25 session. She noticed that the governor's office also wants to focus on the same topic on ODOT's operations and maintenance funding needs. He added that they will need to think about how these play into their priorities. They will need to add a statement or a priority around making ODOT's budget whole, as it will have an effect on their projects. Commissioner Brown also shared that she's heard rumblings that if they are unable to deal with ODOT's budget that they will need to look at the 50,30,20 split off of highway funds to cities and counties. This is important because cities and counties receive funding from that split. This discussion is less about changing the split, but more about having to take some money off the top to help ODOT's budget situation before the split is applied to the remaining funds.

Member updates

Mr. Fleck shared that they have created an ad hoc transportation committee that helps to look at how they are going to fix their streets. They currently have a road condition index of 55.4. To get the streets up to good quality it would cost \$3.5 million in additional funding. They need to get their arterial collectors in fair shape. He shared that the timing of mentioning taking more funding away from cities is devastating. The state will need to find better funding mechanisms other than a gas tax to stay afloat. They currently have a three cent a gallon tax and are proposing a six cent a gallon tax. They are also looking at a fifty cent per 1,000 assessed value property tax bond measure. They originally looked at an income tax but the public disapproved. He was excited to share that they are looking into ways to improve, although it accounts for a fraction of what they need. He shared a document in the chat box.

(https://www.cottagegroveor.gov/sites/default/files/fileattachments/mayor_amp_city_council/meeting/15595/4-8-2024_item_10c.pdf)

Mr. Zako shared that he was at a legislative town hall along with representatives Nathanson, Holvey, Conrad, and Fahey. Senators Manning and Prozanski were also there. There was an interesting discussion about the legislative session. He made it a point to introduce himself to Representative Conrad, told him about LaneACT and connected him with Chair Clark. He also had a brief conversation with Julie Fahey. She told him that the legislature needs stable funding for ODOT.

Mr. Thompson noted that he did not want to raise alarm bells about the 50, 30, 20 split but added that he wanted LaneACT to be aware of what's occurring and support ODOT's efforts to raise money or the legislature's efforts to make ODOT's budget whole. There may be freshmen legislators who may be more hesitant to raise taxes or raise fees to implement things such as the per mile charge.

Vice Chair Weiss wanted to add to Mr. Thompson's comments and noted that at Monday's meeting that they did note that maintenance would be a high priority but also noted that safety would be a high priority as well. There is still a chance that they could get some projects if they are classified as safety issues.

Mr. Marshall updated the ACT that the Land Transportation Advisory Committee held a public hearing for the last time on the Blue River Design Concept. The commission recommended approval of the design concept to the Board of County Commissioners and that it's in their hands now. They are also holding some transportation funding discussions and recently had a presentation by the county. They are currently brainstorming ways to raise revenue for their county roads. One of the suggestions or items that they talked about was getting the word out to the general public about the situation with the funding issue and how critical funding is now.

Mr. Hylton introduced himself and shared that Cascadia Mobility runs Eugene's bikeshare program. They are excited to share that they are expanding by a hundred bicycles this month in Eugene. They are welcoming Springfield in the bike share program as well. This will happen around April 19th, which will be the sixth birthday of bike share. He also shared that Cascadia Mobility is only three years old and they are trying to get people out of automobiles and onto bikes to reduce the impacts and wear and tear on roadways. They have just published their programs report for 2023, which outlines the work that they do. It has just been put out this week. He then shared a link in the chat for those interested (<https://www.cascdiamobility.org/programs-report>).

Ms. Shull shared that in May there will be a county-wide program initiative. She encouraged those outside of the Eugene-Springfield metro area to think of ways to engage with biking during the month of May. This is a good opportunity to bridge the long infrastructure projects, bring in tourism, and touch base on the economic benefits of biking. She strongly encourages all to participate (<https://www.best-oregon.org/block-party-2024/>). Another update was that the construction technical grants and education grants for safe routes to school closed and the first portion of the competitive construction safe routes to school grants also closed and will be moving forward with part two application and those will be open through the summer and the technical assistance and education grants will be announced in spring and early summer. Hopefully they will get some of those projects as they relate to school, transportation, walking, and biking infrastructure within Lane County.

Vice Chair Weiss shared that they were contacted by Becky Taylor of Lane County notifying that they are applying for funding for the Elmira to Venita Path. They are currently seeking letters of recommendation for that project. He will bring forward this request in the main meeting although he knows that there has been some discussion about whether LaneACT can recommend these kinds of projects. He was excited to hear that they were reapplying.

Mr. Francis shared his appreciation for the ACT members as they recognize and see that the maintenance folks need further support to make their funding whole. This is welcome news, as

it's important to have once voice to make this as clear as possible. He also wanted to circle back to the question that Mr. Marshall had about the Great Streets 2.0 program and whether it's for local roads. He noted that this program is for State roads and that is happy to share more information about this project.

Ms. Vinis shared that they have passed a series of five years road bonds in order to do the maintenance on their roads. They had a report come out today. She also noted that a lot of construction has been happening on Eugene roads lately and that an interesting piece is that they have had them staggered out, although there is a supply chain challenge with electrical equipment. This has made it challenging to complete road projects. This has caused it to back up a couple of years and it's having some impact on street crossing signals and other electric aspects of the roads. This is interesting to keep in mind as other maintenance issues are arising.

6. LaneACT transportation funding priorities

Chair Clark shared that this will be a discussion about how they will define funding priorities and how they will complete this process of choosing priorities. She noted that helpful documents are included in the packet for this discussion. She noted that she will share the structure of the packet and that they will then dive into some hard conversation about how they will prioritize projects.

Content for this discussion starts on page 14. She shared that the Oregon Legislator Joint Commission Committee on Transportation, otherwise known as the JCT, schedules a series of meetings in various locations around the state to listen to the ACTs. The JCT is tentatively planning on meeting in Eugene on June 28th. The ACT will need to be prepared for this conversation. The Central Lane MPO also works in conjunction with LaneACT. The MPO looks to see what the priorities of LaneACT are and if they are consistent with the Central Lane MPO.

Mr. Thompson shared that the formal operating agreement between the MPO and LaneACT is that the MPO will set all of the priorities for the projects that are within the metropolitan boundary. This includes projects submitted by Eugene, Springfield, Coburg, and LTD that are within the MPO boundary. This also includes projects by ODOT and the county that are within the MPO boundary. Once the MPO sets the priority for these projects, they will forward them to LaneACT. The ACT can then intersperse this list with projects that are outside of the MPO boundary, although they cannot change the order for the metropolitan area projects. He noted that he will be going to his policy board over the next several months and getting their directions on setting the MPO priorities and any thoughts they have about projects outside of the MPO.

Mr. Zako asked Representative Nathanson about questions that she may be asking the ACT in upcoming months. Representative Nathanson noted that she is simply a member of the Joint Committee and not within the leadership of that committee. She has not yet seen plans for the meetings or a menu of dates and questions yet. She noted that there have been a couple of recent town hall meetings and many legislators at those meetings. At those meetings she has spoken about the need to maintain what they have and noted her concern about the state of public transportation. She has concerns about the adequacy of funding and the ability to pass a state tax,

or increase a tax, at the statewide level. It is going to be difficult to figure out the ways of funding transportation, whether that be through new kinds of taxes or increasing taxes that people are used to. She noted that she has reminded people just in the last week that some problems date back to a few decades ago, when the voters of Oregon passed a cap and then cut property taxes. Property taxes have gone out of whack in the last thirty years, and because of this system houses on the same block that are about the same value will pay very different amounts of taxes. The property tax system was originally designed to help local governments. She noted that she hopes that the property tax system will also be discussed along with the gas tax. Mr. Zako thanked Representative Nathanson and noted that this discussion seemed more focused on sources of funding and less on how to spend the money. He noted that this is a helpful perspective.

Chair Clark noted that there is a potential process identified in the packets to define LaneACT's priorities. She noted that she had some guiding questions for the conversation. She included that the packet also includes a previous LaneACT priority list. They wanted to give a good sense of the rhythm and what had been asked about in the past and why that had been asked. This will help to define some asks and priorities as they move into the next legislative session. This list goes back to 2018. Page 21 of the packet speaks to funding that had been received in 2017. Last year, this group began to identify within their local jurisdictions what the top five transportation priority needs were. Mr. Zako collected and organized this information. A high-level summary is included in the packet. They also included the LaneACT hopes and fears of this process. The high-level priority needs are categorized by road-needs, transit-needs, bike/ped-needs, airport-needs, rail-needs, and land use-needs. Mr. Johnston then maintained all of that information that Mr. Zako organized and viewed how each project lined up with the area strategy themes. He organized it by major corridor and interchange improvements. He looked at minor corridor improvements, intersection improvements, and bike/ped projects. He also looked at plans and studies, large projects for local roads, small projects for local roads, and bike/ped projects for local roads. He also looked at rail and airport projects that are in table C. Chair Clark noted that she wanted to walk members through the information that was in the packet so that they had a good foundation of what was already there. This will help to move into a conversation about how to prioritize these projects.

Chair Clark noted that she had some main questions for the group to organize the discussion. She first asked how members would like to organize the conversation, such as by area strategy, dollar amount, modality, or more. She then asked members what metrics they want to use to begin ranking the projects. The third question was how members want to convey their thoughts to the Central Lane MPO, to the JTC, or other bodies.

Mr. Fleck asked what methodologies were used to rank the area strategy themes. Chair Clark asked if this was in regard to the original report that Mr. Zako created or the report that Mr. Johnston created. Mr. Fleck referred to the original report, but the question could be for both reports. He noted that one project will have equity as a category and the other will not. He asked how this was determined. Mr. Zako noted that this report and categorization directly references what members had said about the projects. If someone said a project was equitable, he added it

under that category. He also added that the projects are listed in the order that members sent them in, there is no specific ranking due to this. Mr. Johnston noted the same thing for the document that he created. He added that in this document there is a column for ranking but it has been left blank. This allows for the document to work as a space for members to prioritize projects.

Vice Chair Weiss wanted to note Mr. Johnston's dedication for creating this document for the LaneACT to review as they were originally not supposed to have this meeting. He had to work over the weekend to complete it. This is a great start to the project.

Chair Clark asked how members would like to organize this conversation.

Ms. Vinis noted that they just had a conversation about the All-ACT meeting and that during this meeting they focused on maintenance and safety. These seem like priorities of other groups. She asked if they should hone in on these topics. It's also important to set the stage for what LaneACT deems important for the area. Instead of pitching the ODOT priorities, they could use this as an opportunity to solidify important projects in the region, regardless of the funding that is currently available. This will show legislators that these projects do need attention regardless. This could be an ongoing public record to make sure that projects don't get lost. The original matrix that they created for the OTC meeting is a really good matrix already.

Mr. Zako shared that they had also addressed this conversation in September when the Chair, Vice Chair, and several others made a presentation to the Oregon Transportation Commission (OTC). The OTC provided specific guidance on what they thought was useful. He recalled the OTC mentioning that they appreciated focus and ranking of priority but also that projects are also funded through different streams. They should pick different funding streams to categorize priorities.

Mr. Thompson noted that he appreciates the work that has gone into the packet and agenda items but had noticed one thing missing. He noted that there is a section in the LaneACT bylaws that includes a basis for making decisions. When LaneACT is deliberating and coming up with recommendations that they have to consider specific items. It also mentions that if the ACT is going to use additional criteria to select and write projects that they have to follow a specific order of operations. He noted that he would like to see that language in the next meeting packet, demonstrating what the bylaws say surrounding ranking projects. He also mentioned that on page 16 of 45 in the packet there is a note about coordination with the Central Lane MPO. He disagreed with the statement that this technically applies when LaneACT recommends and projects for STIP funding to the OTC. That was not the intent of the agreement nor the wording of the agreement. This is because all of the things that get funded end up in the STIP. They will all be STIP projects one way or the other. The agreement between the ACT and the MPO only talks about if they are prioritizing STIP funding and there are disagreements. If there are disagreements it suggests forming a subcommittee between the MPO and the ACT. He added that he does believe that the coordination aspect does apply this time around.

Mr. Johnston noted that he included those statements as he was reviewing the coordination aspect between the MPO and the LaneACT. He took a strict reading of what that language says. He wanted to point out that this language comes from a different era when the ACTs were more formally programming funding. The recommendations were more formal and considered in a different way than they are today. This is the same with the comments made about the bylaws. These were written in a different era when the ACTs programmed funding for projects in the area.

Ms. Shull noted that in the interest of time it would be good to refocus on the question of how they are going to work towards their priorities and identify their approach. She added that there is value in revisiting the larger themes that ended up in the matrix. Reversing the order to look at projects that fit within greater themes could be helpful. This would allow for having a living document that is capturing greater needs, while still focusing on the buckets and funding sources that these projects fall into. This may be a step to move forward.

Mr. Thompson shared that he agreed with this statement and that he would like to see a decision of how they will organize the prioritization process tonight. Knowing the organization process will also be helpful when taking this information back to the MPO Policy Board and dictating how they organize their priorities. He also noted that there is great uncertainty about funding for 2025. He believed that because of this uncertainty that they should have as many options as possible and that they should note that they support ODOT's operations and maintenance funding needs but that if there is money available, they would like to make a project like Beltline a priority. They could broaden this to include other projects in different siloes if funding becomes available.

Ms. Edwards had questions about the process. She noted that she is familiar with the STIP process that they go through for funding and is also familiar with the criteria this is established by the legislature. She was curious if there were actually criteria that the state has a statutorily dictated criteria for this funding source that they should be considering for this process. Mr. Francis noted that it would be preferable to prioritize these projects by the various types of funding buckets that ODOT may have. There are funding program managers that handle these different types such as bridges, bike/ped, and more. Even if they had nine buckets, they could have one priority for each that funding could go towards if made available. There is not a number one project, all projects are very important. It would be helpful to categorize these. If all projects are put into one bucket, it makes it more difficult to get them all prioritized. Mr. Johnston added that ODOT is systematic in terms of projects to fund. There is a lot of data and criteria needed. He mentioned that heat map that Tova Peltz brought up in her presentation and noted that he will be attending a meeting next week that display maps that ODOT's planners and engineers prepared to show different criteria that could be considered and identifying the best corridors for the Great Streets 2.0 project. This uses GIS and other data. That being said, sometimes ODOT comes up with different conclusions surrounding projects. Ms. Edwards observed within the area strategy themes that they should then include opportunities to leverage other funding types. This can help with the prioritization process. Another piece to consider would be if there would be any significant economic impact. Some projects can open up a wide

array of economic opportunities. If a project could generate more taxes, that could create interest from legislators.

Mr. Ceniga agreed with Mr. Francis, Mr. Johnston, and Ms. Edwards's points. He noted that he was recently in a meeting with their legislative team and that they were discussing these points. He added that Ms. Taylor could go more in depth on these points. There are currently industrial readiness funds that are available, and they have identified multiple jobs that will qualify. This will move their priority jobs around and will provide a good down payment on some of these jobs. It would be a good discussion to see what ODOT views as feasible jobs and what kinds of economic impacts these jobs could have.

Mr. Zako shared that he does not know how they should approach prioritizing projects. It seems like they keep hearing from ODOT that funding is scarce and that funding for large projects is not going to happen. Because of this, he noted that he was unsure that this is how they should spend their energy. They should be focusing on what their priorities are not in terms of projects but in terms of different kinds of funding. He also expressed his opinion about not having this large of a group decide on the prioritization process. Mr. Zako added that he believed that the Steering Committee should make these decisions. He also added that he would like to discuss the Steering Committee working as 'brain trust' to think what kind of process that they should follow when defining priorities.

Ms. Vinis proposed that each jurisdiction take their top five priorities and choose one of those priorities that they like the most. The list that they presented to the OTC could be used as a basis. They could then sort these out in terms of road expansions, public safety, and more. This might help to streamline priorities.

Mr. Francis noted that the OTC let them know last year that they need to see what's important to Lane County in regard to projects. Even if they do not prioritize these projects, they should at least have a handful of projects which they can show have great importance. He also wanted to add that the mapping for the Great Streets programs could highlight some areas that ODOT identifies are high priorities. This program highlights areas throughout Lane County that are high equity, low equity, and more. It could be helpful to utilize.

Mr. Fleck liked the area of strategy themes, although it seemed like a very subjective process rather than using objective criteria. He noted that looking through it doesn't seem like there was an evaluation from one group who went through every project. He enjoyed the idea of using the mapping tool to categorize projects as well as Ms. Vinis's idea of having each jurisdiction define one priority. He noted that he originally brought these projects to his public works staff but would like an opportunity to bring it to other staff in the city. He also noted that if they are going to put more emphasis on the area strategies that he would like to see a more objective process.

Mr. Thompson agreed with Ms. Vinis's idea. He added that having each jurisdiction prioritize projects would be a good start. If they are able to jump to that short list, maybe they could define it as each jurisdiction's top priority. It could include each jurisdiction's top priority within the

categories that they have within the draft. This could be a good way to get to a short list created. He also reminded the ACT that while they did get direction from the OTC, they must set a timeline for themselves to create a prioritization list for the Joint Transportation Committee visit. Their input for the work on the 2025 funding package will be helpful. The list for the JTC might be different because this list will define what priorities they want legislators to know they need funded. Presenting a project list to the OTC may be different because they are presenting longer term projects that can be funded by the STIP for four years at a time.

Ms. Humble agreed with Ms. Vinis's comments and believed that this would be a good first step. It would be a good use of time to have the jurisdictions go back, look at their top priorities, and pick one major priority. They should think about this in a ten-year span, prioritizing the project that would make the most sense. This would help to reduce the list and prioritize projects.

Mr. Hylton noted that he is new to this discussion and agrees that there should be a smaller group that comes together around what the criteria should be for the prioritization process. They could present a proposal to the larger group. The Steering Committee could be a good group to call upon for this purpose.

Mr. Marshall was curious about how the money for funding is divided up in Salem and noted that if they do have a process that the ACT should follow this process when determining priorities. Mr. Thompson followed up that the OTC does perform a formal process for allocating funding to some extent. They are not doing this for the OTC funding, they are doing this for the legislative funding. The legislature does not have a process like this unfortunately and they do not have the same kind of consistency.

Chair Clark summarized that there seems to be interest in having each jurisdiction go back to their groups and define a top priority from the submitted list. There is also interest in getting a subcommittee together around creating a greater structure around prioritization to share with the ACT.

Chair Clark asked for consensus about defining a top priority jurisdictionally. There was some consensus for this action.

Chair Clark then asked if there was consensus around creating a subcommittee to define the prioritization process.

Mr. Francis noted that it would be helpful to put a timeframe around the first consensus item. Chair Clark asked if one month would be enough time to perform this task.

Ms. Vinis noted that it may be helpful to have the jurisdiction's prioritizations for the Steering Committee before they meet if the second consensus item is agreed upon. It could be sooner than a month if so.

Mr. Johnston noted that creating a formal committee could be more time and that he suggests relying on the Steering Committee. The Steering Committee will be meeting next Thursday, and everyone is welcome to attend. Attachment A in this packet represents the Steering Committee's overall thinking, although it should be refined.

Ms. Vinis agreed that the Steering Committee should take this role. Ms. Humble also agreed with this sentiment, with the caveat that there should be more than three voting members on the Steering Committee. There needs to be more of a diversity of members that represent the ACT as a whole.

Mr. Thompson also supported the idea that the Steering Committee should be expanded and that they should make this decision. If they whittle down the list to include one project per jurisdiction, the list will be much shorter than the sixty projects that they have now. He added that he was not sure how much more structure they would really need if this has already been done.

Mr. Fleck also shared this sentiment. He noted that a better idea may be to have jurisdictions rank their projects instead of listing their top choice. Only including one choice could limit funding sources.

Mr. Francis shared that Chair Clark always makes an effort to be inclusive and that she makes sure that everyone's voice is heard, especially within the Steering Committee. All are welcome to the Steering Committee.

Chair Clark noted the time and added that they should put a discussion about the Steering Committee expansion into next month's agenda as they are running out of time to speak about it today. This will be on the top of the agenda for the May meeting. She also added that everyone is welcome to attend the Steering Committee.

Ms. Humble noted her concern that there are only three voting members on the Steering Committee currently. They should broaden the membership to spread the ability for all jurisdictions to have a voice.

Ms. Vinis agreed that the Steering Committee should be expanded and that she does not want them to step in on this process until they have come to a conclusion about expansion.

Mr. Zako noted that while everyone is welcome to the Steering Committee meeting that this meeting is not on everyone's calendars and that some have schedule conflicts. It would be helpful to choose a smaller group of people who could make larger decisions for the group. He requested that they speak about this now during this meeting.

Mr. Auten shared that it is important to be intentional about who is on the Steering Committee. There are twenty-six people on this call and it's difficult to come up with a process because of the size of this group.

Vice Chair Weiss shared that the primary reason for the Steering Committee is to set the agenda for the next month's meeting. Expanding the Steering Committee could disrupt this.

Mr. Ceniga noted that the Steering Committee is doing a good job at setting the agendas and that tonight's meeting is a good display of why it's important to keep the Committee smaller. He also added that more time to make a decision about this would be nice to have.

Mr. Thompson noted that in the bylaws the Steering Committee takes on a larger role than just creating agendas and that they develop the work plan as well. He also added that it's important for the Steering Committee to be expanded and that the bylaws state that the Committee shall consist of three to five members. He added that originally, the intention was to have a larger Steering Committee.

Ms. Vinis shared that she was worried that they are running out of process time. She asked members if there could be some commitment for others to come and be a part of the next Steering Committee meeting to have a broader discussion. She wanted to see that this moves forward.

Mr. Zako noted that the ACT cannot move forward with a decision until they coordinate with the MPO. There needs to be a person from the MPO that is involved in the process. Mr. Zako suggested that Mr. Thompson be nominated for the Steering Committee. He also suggested that they coordinate to find a time that he can attend as he has schedule conflicts.

Ms. Vinis seconded this motion.

Chair Clark noted that this would not be an appointment, but an election as noted in the bylaws. They would need to hold an election for people to be elected to the Committee.

Vice Chair Weiss wanted to share his dissent for expansion of the Committee. He also noted that they had gone over time.

Mr. Francis added that that they should call it a night and table the discussion.

Ms. Humble suggested that those who are interested should come to the Steering Committee meeting where they can have a richer discussion on this topic.

Chair Clark noted that they will have unfinished business move to the top of the agenda for the May meeting. She also shared that it might make sense for the Steering Committee to begin organizing the priorities and not come to a final decision. She added that after the Steering

Committee meets that they will send a communication out to the larger ACT about their discussion.

Mr. Zako wanted to clarify that he wants Mr. Thompson to be able to participate in the next Steering Committee meeting. He asked for commitment to a time when Mr. Thompson can participate.

Ms. Vinis wanted clarity on the next steps. She asked if jurisdictions will still be prioritizing their projects. She also noted that she is uncomfortable with three people making a decision for all. She suggested that each jurisdiction prioritizes their projects and comes back in May with these prioritized lists.

Chair Clark confirmed that each jurisdiction should prioritize their projects and come back with them in May and that a discussion about an expansion of the Steering Committee will be on the agenda for May. The Steering Committee will not be tasked with coming up with a process until more discussion is had.

Mr. Francis clarified that the Steering Committee would not be prioritizing projects for each jurisdiction but would be presenting a process to the ACT. He added that it is best for each jurisdiction to prioritize their own projects.

Mr. Thompson clarified that Ms. Vinis seemed to be uncomfortable with the Steering Committee deciding on a process of prioritization. He also believed that it is not appropriate for three people to be deciding on a process of prioritization. He also added that he is able to come to the next Steering Committee meeting and that he will move a standing meeting to attend.

Chair Clark adjourned the meeting at 7:47pm.



Lane Area Commission on Transportation

895 Willamette Street, Suite 500, Eugene, Oregon 97401-2910

541.682.4283 (*office*)

Agenda Item 3.b (consent)

Letter of Support for Lane County ATIIP FY 2023 Grant Application

Presenter (*if this item is pulled from the consent agenda for full discussion*)

Anais Mathez – LaneACT staff

Action requested (*quorum required*)

Authorize LaneACT staff to provide a letter of support for Lane County's ATIIP FY 2023 grant application, signed by the LaneACT Chair.

Summary

Lane County is applying for a grant through the Federal Highway Administration's (FHA) Active Transportation Infrastructure Investment Program (ATIIP) for fiscal year (FY) 2023. ATIIP is a new competitive grant program created by the Bipartisan Infrastructure Law to plan, design, and construct infrastructure that will provide substantial additional opportunities for walking, bicycling, and other forms of active transportation.

Lane County will be seeking ATIIP funding to construct the Elmira-Veneta Multi-Use Path parallel to Territorial Highway, as described in the attached project flyer.

Lane County is requesting a letter of support from the LaneACT. The grant application is due June 17th.

LaneACT staff recommend endorsing this project. Attached is a draft letter for the Chair's signature.

Attachments

- A. Project Flyer
- B. Draft letter of support

Learn more about this project by visiting the websites of:

- Oregon Department of Transportation
- Lane County and City of Veneta
- Web address and QR codes provided below for each entity.

Scan the QR codes
Below for more
information



<https://gis.odot.state.or.us>



<https://www.lanecounty.org>



<https://www.venetaoregon.gov>

Project Cost

- Total project cost: about \$9 million
- Lane County and the City of Veneta recently applied for a \$5.8 million State of Oregon grant to fund Phase 1
- Lane County and the City of Veneta plan to apply for a second grant in 2024 to fund Phase 2
- The construction of the Multi-Use Path will happen in 2 phases and include ADA ramps and a crossing at the Fern Ridge Wildlife Area
- Phase 1 construction will start in Elmira at Suttle Road and head south and end across the highway at the Fern Ridge Wildlife Area
- Phase 2 construction will continue from the Fern Ridge Wildlife Area south to the sidewalk at the West Lane shopping center

City of Veneta

PO Box 458, Veneta OR 97487
541-935-2191

Email cityofveneta@ci.veneta.or.us

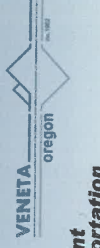
Elmira-Veneta Multi-Use Path

What is the
Transportation Issue?

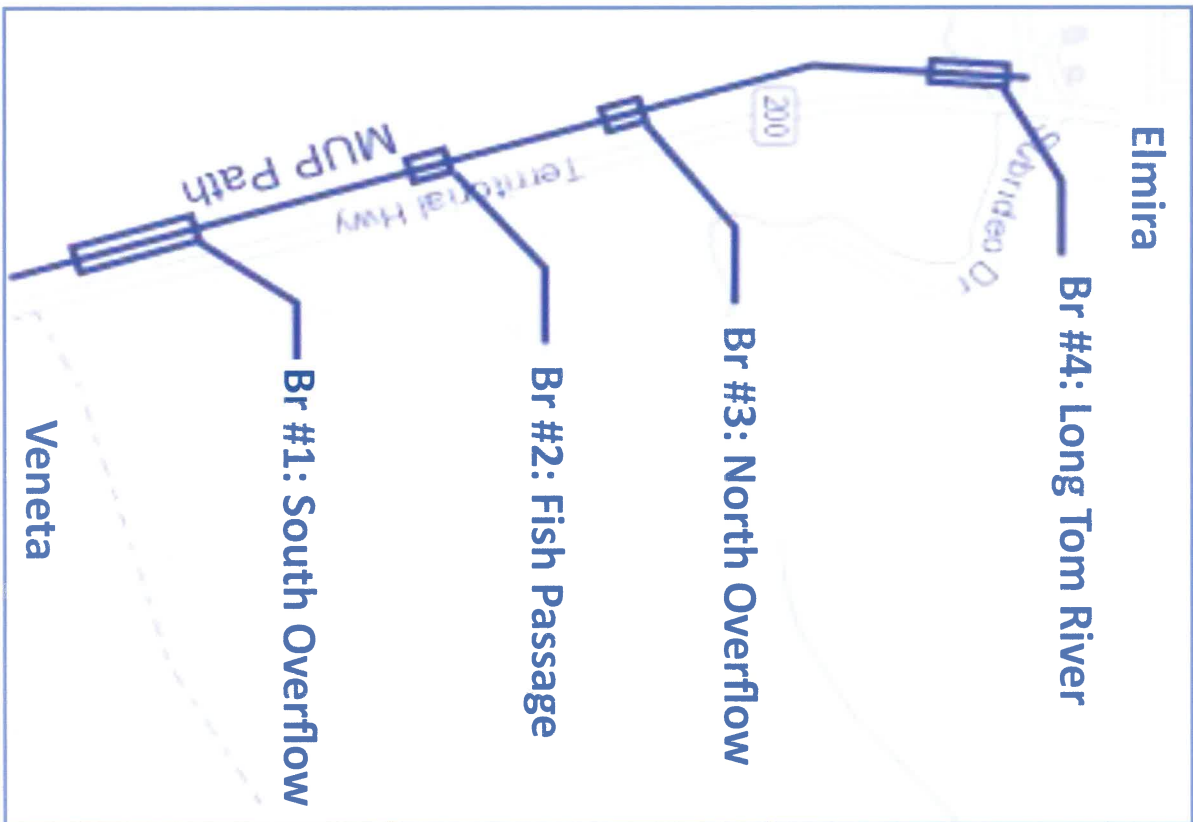
- No Sidewalks
- Narrow Shoulder
- Poor Lighting
- High Traffic and Truck Volumes
- Excessive Speed

How will we solve the
Transportation Issue?
Build a 0.7 mile multi-use path

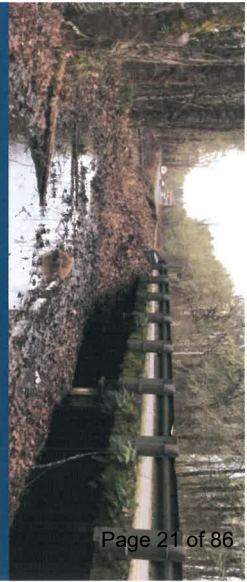
This project is in collaboration with:
Oregon Department of Transportation
Lane County
and the City of Veneta



Four Pedestrian Bridge Crossings



Br #4: Long Tom River



Br #3: North Overflow



Br #2: Fish Passage Channel



Br #1: South Overflow

Location	Br #4: Long Tom River	Br #3: North Overflow	Br #2: Fish Passage	Br #1: South Overflow
*NMF Current presence	Yes	No	Yes	Yes
*NMF Historic presence	Yes	No	Yes	Yes
Species Likely Present	Cutthroat trout, large scale sucker, and northern pikeminnow	No	Cutthroat trout, sucker, and pikeminnow	Cutthroat trout, sucker, and pikeminnow
Fish Passage Required	Yes	No	Yes	Yes
Compliance Method	Stream Simulation Approach	N/A	Stream Simulation Approach	Stream Simulation Approach
Existing Conditions	Currently no bridge or culvert crossing at this location	Currently no bridge or culvert crossing at this location	Currently no bridge or culvert crossing at this location	Currently no bridge or culvert crossing at this location

*NMF - Native Migratory Fish

May 8, 2024

U.S. Department of Transportation
Federal Highway Administration
1200 New Jersey Ave., SE
Washington, DC 20590

Attention: ATIIP Grant Program Manager

Re: Letter of support for Lane County’s ATIIP FY2023 Grant Application

The State of Oregon’s Lane Area Commission on Transportation (LaneACT) is pleased to provide this letter supporting Lane County’s grant application for FHWA’s Active Transportation Infrastructure Investment Program (ATIIP) (FY2023).

If funded, this project will improve safety and mobility for many who need to travel this area, and especially for those who walk, cycle or use other forms of assisted mobility along the highway. The communities of Veneta and Elmira will finally have safer mobility options connecting them. Veneta primarily contains local business and Elmira has the primary and secondary schools. Both communities support each other and completing this vital connection will enhance access to schools, businesses, recreation, and medical services, thus improving the quality of life in these communities.

The LaneACT supports the efforts of local governments to improve transportation facilities in their communities, which has a benefit to the region as whole. We fully endorse this grant application.

Thank you for your consideration.

Shelly Clark – LaneACT Chair
City Councilor, City of Creswell

copy:

Ryan Ceniga – Lane County Commissioner
Becky Taylor – Lane County staff

Agenda Item 6

LaneACT Steering Committee expansion**Presenters**

Shelly Clark – LaneACT Chair; Bill Johnston – LaneACT staff (and parliamentarian)

Action requested (*quorum required*)

1. Decide whether to hold a special election for the purpose of expanding the Committee.
 2. If there is consensus to do this, decide (a) when to hold the special election, and (b) agree on the procedure, if time allows. (This could be discussed at a future meeting.)
- The Steering Committee recommends waiting until the bylaws are updated later this year before deciding if and how to expand the committee.

Summary

At the April 10 LaneACT meeting, there was considerable discussion about expanding the Steering Committee. This topic was not on the meeting agenda. At the beginning of the meeting, Shelley Humble asked to amend the agenda to allow for the appointment of additional members to the Steering Committee. The consensus of the members was to wait until the end of the meeting to discuss this topic if time allowed.

Later in the meeting, while the members were discussing transportation funding priorities (agenda item 6), this topic came up again. Rob Zako made a formal motion to appoint Paul Thompson to serve on the Steering Committee. Lucy Vinis later seconded the motion.

This motion was out of order. The members had not finished discussing Item 6, which was an action item. The members eventually agreed that the Steering Committee would discuss various methods for prioritizing projects and provide a recommendation at the next LaneACT meeting. (Refer to Item 8 in this packet.) Paul Thompson indicated that he was available to participate in the discussion (as a regular member of the LaneACT). The meeting ended without the members agreeing whether to expand the Steering Committee.

There are other concerns with the motion to appoint additional members to the Steering Committee LaneACT. (1) Additional members would need to be formally elected, not simply appointed. (2) Elections occur in December. There are no provisions in the Bylaws for special elections. (3) If the members authorized a special election, proper notice would need to be provided in advance. Refer to the attachments for additional explanation.

At the May 8 meeting, the members will have an opportunity to discuss this topic and to decide how to proceed. Additional discussion may be required at a future meeting.

Attachments

- A. Guidance and recommendation (2 pages)
- B. Guidance provided in the LaneACT Bylaws (2 pages)

Guidance and recommendation

Attachment B provides a detailed assessment of the direction provided in the LaneACT Bylaws relating to the expansion of the Steering Committee. The following is a summary.

- If the members want to expand the Steering Committee, additional members will need to be formally elected. They cannot simply be appointed. These words have a specific meaning in the bylaws. They are not used interchangeably.
- Elections occur in December. There are no provisions in the bylaws for special elections. The members could decide to hold a special election. It would need to be scheduled in advance to allow for proper public notice.

The LaneACT has never held an election that allowed members to nominate and elect Steering Committee members. The bylaws are not clear on how to accommodate this. The following are some of the questions the members would need to resolve.

1. How many additional Steering Committee positions should be filled? The bylaws allow for “up to” five additional members. The members could decide to fill only one or two.
2. Should a nominating committee be formed to recommend members to consider for election, or should the Chair simply invite nominations “from the floor” at the meeting?
3. Should there be qualifications for a member to serve on the Steering Committee? For example, should the Steering Committee be limited to elected officials, or should at least 50% of the members be elected officials. (This is a requirement for the LaneACT.)
4. If a special election was held mid-year, would the newly elected Steering Committee member serve a full one-year term, or only the for the remainder of the year until regular elections are held in December?

Recommendation

The Steering Committee recommends waiting until the bylaws are updated later this year before deciding if and how to expand the Steering Committee. This will provide an opportunity for the members to resolve these questions and to make other needed changes to the bylaws.

There are both advantages and disadvantages to expanding the Steering Committee. Including more members would broaden the perspective of the Committee. It would also complicate decision making because there would more opinions to consider.

One option the members may want to consider, when the bylaws are updated, is to expand the authority of the Steering Committee to make certain types of decisions on behalf of the

members. (The authority of the Steering Committee is currently limited to developing meeting agendas and the work plan.)

This would provide more justification for expanding the Steering Committee. Decision making would be more complicated for the Steering Committee members, but it would be less complicated for the LaneACT as a whole. A group of 5-6 elected Steering Committee members could make some decisions, rather than involving all 24 members. Some Metropolitan Planning Organizations (MPOs) in large cities with many local governments operate this way. The smaller subset of members is referred to as an executive committee.

In the meantime (until the bylaws are updated), and as always, all LaneACT members are welcome to attend Steering Committee meetings and participate in the discussions.

Guidance provided in the LaneACT Bylaws

This document was prepared by LaneACT staff (Bill Johnston). When a parliamentarian is needed to provide guidance on meeting procedures, including the interpretation of bylaws, staff functions in this capacity. ¹

1. Do the members need to authorize the expansion of the Steering Committee?

Some LaneACT members have argued that the LaneACT Bylaws already authorize the LaneACT to appoint additional members to serve on the Steering Committee. There is no need for a separate motion to first authorize the expansion of the Steering Committee.

My interpretation: The bylaws state (in Section V.C): “The Steering Committee shall consist of the Chair, Vice-Chair, the ODOT Area 5 Manager and up to five other primary voting members of LaneACT elected by the voting members of LaneACT.” This does seem to indicate that the bylaws already provide for this. Note however that the additional members need to be elected to serve on the Committee, not appointed.

2. Appointment vs election

The bylaws use these words intentionally to describe different procedures.

- **Appointed** – The bylaws use the term in referring to the stakeholders who serve as members of the LaneACT. They are appointed by the voting members to serve four-year terms that begin and end at various times during the year.
- **Elected** – The Bylaws use this term in referring to the LaneACT officers. The Chair, Vice Chair, and Ambassador are elected by the members to serve one-year terms. The bylaws also indicate, as described above, that additional members of the Steering Committee are to be elected by the voting members.

The procedure for electing officers is not described in the bylaws. It’s described in the “LaneACT Foundational Procedures and Policies” adopted in 2011. This document states that officers are to be elected at the December meeting. By logical extension, any additional Steering Committee members would also be elected at the same time, to serve a one-year term. They would not serve indefinitely. If a special election was held mid-year (refer to the following section) they would presumably only serve for the remainder of the year.

The bylaws require additional Steering Committee members to be elected because they are essentially serving as (de facto) officers, along with the Chair and Vice Chair. (The Area

¹ Questions from the members concerning parliamentary procedure must be addressed to the chair. The chair may consult with the parliamentarian, whose advice is not binding on the chair. The chair may ask the parliamentarian to explain a procedure or rule to the members. A member can appeal a decision made by the chair. If this occurs, the chair asks the members to decide (by voting) whether the ruling (by the chair) will stand. Refer to Robert’s Rules of Order (12th Edition), Section 47.

Manager also serves on the Steering Committee.) The bylaws (Section V.C.) authorize the Steering Committee to develop meeting agendas and the work plan. This is a limited but significant and influential role. It makes sense that the members would want to be intentional (thoughtful) in deciding who should serve on the Steering Committee.

3. Special elections

The “LaneACT Foundational Procedures and Policies” state that officers are to be elected at the December meeting. The bylaws (Section V.B) state that officers shall serve one-year terms starting at the first meeting of the calendar year. The bylaws do not provide for special elections. However, the members could decide to hold a special election if they wanted to. If they did, here is the procedure that would need to be followed.

- a. The members would first need to agree to hold a special election. A discussion to consider this would need to be scheduled in advance, as a regular agenda item at a LaneACT meeting. (The May 8 LaneACT agenda provides time for this discussion.)
- b. If the members decided to proceed with a special election, they would need to agree when to hold the special election. It would not be appropriate to hold the election immediately, at the same meeting. Proper notice would need to be provided in advance, (1) to comply with Oregon public meeting laws,² and (2) to ensure that all LaneACT members are aware that an election is being held.
- c. In addition to deciding when to hold the election, the members would also need to decide on a procedure to follow. It would be similar to the regular election procedure, except it wouldn’t necessarily (but could) require a nominating committee to convene first. The Chair could simply invite nominations “from the floor.”
- d. The members would also need to decide how many additional Steering Committee positions to fill. This could depend on how many members expressed an interest in serving. It could also depend on who was interested in serving. The Bylaws (Section IV.A) state that at least 50% of the LaneACT members need to be elected officials. Some members may want to ensure that the Steering Committee is balanced in this same way. Some members might prefer all the Steering Committee members to be elected officials, except for the ODOT Area Manager.

The Bylaws do not provide much direction on how to conduct elections. The nuances described above are not discussed at all. The members could decide to wait until the Bylaws are updated later this year before deciding if and how to expand the Steering Committee. This will provide an opportunity for the members to resolve these questions, and to make other needed changes to the Bylaws.

² Oregon public meeting laws (ORS 192.610-690) require governing bodies to advertise meetings in advance. The public notice needs to include “a list of the principle subjects anticipated to be considered at the meeting.” Governing bodies are not prohibited from considering additional topics (ORS 192.640). However, it is arguably not in the spirit of the law to change a meeting agenda to include a major new topic (like electing officers) that was not included in the public notice. It is also inconsistent with the principles described in the LaneACT Public Involvement Plan.

Agenda Item 7

LaneACT transportation funding priorities**Presenters**

LaneACT Steering Committee – Shelly Clark, Keith Weiss, Vidal Francis

Action requested (quorum required)

1. Agree on a process for ranking projects. Refer to Attachment A.
2. Agree on project categories. Refer to Attachment B.

Summary

The LaneACT is preparing for a meeting with Oregon Legislature Joint Committee on Transportation (JCT), tentatively scheduled for June 28 in Eugene. This is an opportunity for the LaneACT to inform the JCT about transportation funding needs in this area.

At the April 10 LaneACT meeting, the members agreed that the list of priority projects they have been developing should be ranked in some way. The members directed the Steering Committee to consider various options and recommend a method.

The Steering Committee met on April 18. Four other LaneACT members attended the meeting and participated in the discussion. After considering several options, the Steering Committee agreed to recommend the following method.

Each LaneACT member will indicate their top priority, among the projects they submitted for consideration. (Members were allowed to include up to five projects in the list.)

This will provide the LaneACT with a preliminary list of transportation funding priorities to present to the JCT in June. The LaneACT may continue to refine this list in the coming months. An updated list could be presented to the JCT later in the year.

At the May 8 meeting, the Steering Committee is asking the members to concur that this is an acceptable approach. Attachment A explains this process in more detail and provides specific instructions for the members. It also briefly describes the other options the Steering Committee considered.

At the May 8 meeting, the Steering Committee is also asking the members to agree on project categories. Included in Attachment B is a draft project list that shows the categories. This is revised version of the list that was presented at the April meeting.

Attachments

- A. Proposed process for ranking projects (2 pages)
- B. Proposed project categories (7 pages)

Process for ranking projects

The Steering Committee recommends the following approach.

- 1. Each member will identify their top priority** – When the preliminary list of projects was being developed last year, each member was allowed to include up to five priority projects. The next step in the process is for each member to identify their top priority.

Please send an email to LaneACT staff (Anais Mathez at anais.mathez@3j-consulting.com) indicating your top priority project. Please respond by May 17 if possible, and no later than May 24. This will allow staff time to compile the projects into a combined list of priorities for the LaneACT area to include in the packet for the June 12 meeting. The packet will be sent out on June 6.

Additional request: Please prepare (or ask your staff to prepare) a one-page description of the project. Include a small map showing the location. Indicate the cost. These will be presented to the JCT, to help them better understand what you are requesting and why. Please provide your summaries to staff by June 12 at the latest. It would be helpful to have them available to refer to at the LaneACT meeting (on June 12), in case the members have any questions about the projects

- 2. Coordinate with the Central Lane MPO** – The CLMPO Metropolitan Policy Committee (MPC) meets on June 5. LaneACT staff will provide CLMPO staff with an advance copy of the LaneACT’s draft list of priority projects, for the MPC to discuss at their meeting on June 5. The MPC may or may not propose priorities that are different than those identified by the LaneACT, for projects within the CLMPO planning area.
- 3. Approve the list at the June 12 meeting** – The members will have an opportunity to review the combined list of priority projects and make adjustments if necessary. Adjustments may be needed if the CLMPO MPC identifies different priorities than the LaneACT. The members will then be asked to formally approve the list. The list will be presented to the JCT.
- 4. Continue to refine the list** – If the members think it is necessary, they can continue to refine the list of priorities after meeting with JCT. Possible refinements include allowing members to identify more than one priority project. Members could prioritize another one of their own projects, if it is in a different category, or projects proposed by other members. Various voting methods could be used. (Refer to the description on the following page.)

Other methods considered

The Steering Committee considered other methods for ranking projects. The following is a summary of the methods that were discussed.

1. Criteria evaluation matrix

An evaluation matrix (table) can be used to distinguish the differences between alternatives (i.e., projects, in this case) and to rank them based on the number of criteria they meet. Sometimes the criteria are weighted, recognizing that some criteria are more important than others.

This method depends on having criteria that are clearly defined, and alternatives that can be objectively measured against the criteria. It requires some skill and patience to ensure that each project is evaluated consistently and fairly, without bias. It also requires a considerable amount of time and effort.

If not used properly, an evaluation matrix can result in a distorted outcome. If the criteria are not well defined, cannot be measured, or are not properly weighted, inferior alternatives (projects) may end being ranked higher than better alternatives. The false sense of accuracy associated with using a more precise (but flawed) method can further distort decision making.

2. Voting

Voting is an easier and faster method that is commonly used to rank alternatives and make decisions. The vote is sometimes referred to as a straw poll. In this case, the LaneACT members would vote for the projects they think are most worthy of funding. Each member would have a certain number of votes (10 for instance) to allocate to the projects they think are most worthy.

Variations: (1) Require members to vote for at least one project in certain high-priority categories. (2) Prohibit members from voting for their own projects, to encourage them to think more broadly, and to distribute the votes to a wider range of projects.

Staff would compile the votes to determine which projects are supported by the most members. A note would be attached to the results, explaining the method that was used and acknowledging that rankings are somewhat subjective.

3. Each member identifies its top priority (recommended by the Steering Committee)

Each member could simply indicate their top priority, among the projects they submitted for consideration. (Members were allowed to include up to five projects in the list.) This simplified method recognizes that no jurisdiction is likely to receive funding for more than one project.

Agenda Item 7: LaneACT transportation funding priorities – Attachment B

Project categories

In addition to agreeing on a method for ranking projects, the LaneACT members need to agree on project categories. The Joint Committee on Transportation (JCT) may only be interested in certain types of projects. Separating projects into categories will help the JCT find what they're looking for.

The Steering Committee recommends the categories listed in Table 1 on the following page. These are the categories that were proposed at the April LaneACT meeting, with one modification. Category A1 (Major corridor and interchange improvements) has been split into two separate categories (1) projects within the MPO planning area, and (2) projects outside the MPO planning area.

This is an important distinction for two reasons. (1) The JCT may be more interested projects within one of these categories than the other. (2) As explained in Attachment A, the Central Lane MPO will be reviewing the projects within the MPO planning area. If they propose rankings that are different than the LaneACT's rankings, it would only affect the projects in that category (major projects within the MPO planning area).

This is the only category where this distinction is made. (That is, inside vs outside the MPO planning area.) This distinction is not as relevant for other categories.

Included in this attachment is the current working list of LaneACT priority projects, sorted into the categories listed in Table 1. This is a revised version of the list that was presented at the April meeting. It's included here to show how the projects align with the categories.

Request: Please review your projects to ensure the descriptions are correct. Please contact staff if you have any corrections or refinements.

The projects are not ranked. They're not listed in any specific order. A revised version of this table will be prepared showing each member's highest priority project, after that information is provided.

Attached

- Table 1 – project categories (1 page)
- LaneACT transportation funding priorities (draft), sorted into categories (6 pages).

Table 1 – Project categories

Section A – Projects on state highways

- A1. Major corridor and interchange improvements** (within the MPO planning area)
- A2. Major corridor and interchange improvements** (outside the MPO planning area)
- A3. Minor corridor improvements** – less than \$30 million
- A4. Intersection improvements** – to address safety or congestions concerns
- A5. Bicycle & pedestrian projects** – either on street or off-street (within ODOT right of way)
- A6. Plans & studies** – facility plans, environmental studies

Section B – Projects on local roads

- B1. Large projects** – major improvements, more than \$30 million
- B2. Small projects** – minor improvements, less than \$30 million
- B3. Bicycle & pedestrian projects (on street)** – bicycle lanes, sidewalks, crosswalks
- B4. Bicycle & pedestrian projects (off street)** – separated shared-use paths
- B5. Plans and studies** – facility plans, environmental studies, design development

Section C – Airport and rail projects

- C1. Airport projects**
- C2. Rail projects**

LaneACT transportation funding priorities (2024)

For discussion with the Joint Committee on Transportation (note 1) – **DRAFT** (revised) April 25, 2024

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R
Rank <small>(note 3)</small>	Member proposing the project	ID <small>(note 4)</small>	Project description edited by LaneACT staff	TSP <small>(note 5)</small>	Project type	Cost	Lead agency responsible for funding	Area Strategy themes <small>(note 6)</small>								Notes	
								Access	Connectivity	Efficiency	Safety	Security	Health	Equity	Sustainability		Resiliency

Section A – Projects on state highways

A1. Major corridor and interchange improvements (within the MPO planning area) – more than \$30 million <small>(note 8)</small>																		
	Eugene, ODOT	E1	Local Arterial Bridge adjacent to OR569 (Beltline Hwy).	yes	congestion relief	\$100 million	Eugene, Lane County, ODOT	A	C		S			H	E		R	project has a highway benefit
	ODOT	O1	OR569 (Beltline Hwy): Delta Hwy to River Rd improvements to improve safety, mobility	yes	safety and congestion	\$300 million	ODOT	A	C	E	S				E		R	could be phased
	Coburg/ODOT	CO1	I-5 interchange at Coburg. Replace existing bridge. Provide sidewalks and bicycle lanes.	yes	congestion relief, safety	\$33 million	ODOT, County, Coburg											Coburg refers to this project as the North Lane County I-5 Interchange.
A2. Major corridor and interchange improvements (outside the MPO planning area) – more than \$30 million <small>(note 8)</small>																		
	ODOT (and Veneta)	O2	OR126: Eugene to Veneta. Widen roadway from 2 to 4 lanes. Add bike & ped facilities (West Fern Ridge Corridor Plan)	yes	highway safety	\$300 million	ODOT	A	C	E	S	S		H	E	S	R	could be phased
	Highway 126 East	126	Safety improvements to 66-mile corridor. Includes widening shoulders and installing additional guardrails.	?	highway safety	\$4 million per mile	ODOT				S						R	
	Confederated Tribes	CT1	Hazard Resilience on OR126 between Florence and Eugene	?	roadway resilience	\$300 million	ODOT				S	S		H			R	Is this the flooding problem at Cushman?
A3. Minor corridor improvements – less than \$30 million																		
	ODOT and Lane County	O3	OR 126 East (66 miles) – Construct or install low-cost safety improvements identified in the OR 126 East Highway Safety Study, completed in 2024.	?	road safety	\$10 million (rough estimate)	ODOT											(note 7). Safety funding may be available for this project.
	Creswell	CR1	OR 99: Full redesign and construction of “the jog.” Includes improvements to N. Mill St. and S. Front St.	yes	safety and congestion	\$10 million	ODOT, Creswell	A	C	E	S				E	S	R	could be phased
	Creswell	CR2	OR99: Modernization of the “the jog”	yes	safety and congestion	\$1 million	ODOT, Creswell	A	C	E	S				E	S	R	combine with CR1

Rank (note 3)	Member proposing the project	ID (note 4)	Project description edited by LaneACT staff	TSP (note 5)	Project type	Cost	Lead agency responsible for funding	Area Strategy themes (note 6)										Notes
								Access	Connectivity	Efficiency	Safety	Security	Health	Equity	Sustainability	Resiliency		
	Creswell	CR3	Refurbishment of Front St/OR99	yes	safety and congestion	\$1 million	ODOT, Creswell	A	C	E	S				E	S	R	combine with CR1
	Oakridge	OK1	Improve pedestrian & bicycle facilities on OR58 within Oakridge	yes	safety	\$30 million	ODOT	A	C	E	S			H	E	S	R	move to bicycle & pedestrian?
	Oakridge	OK2	Streetscape improvements on OR 58 within Oakridge. Includes gateway treatments, street trees, landscaping, and lighting.	?	streetscape	\$10 million	Oakridge, ODOT		C	E	S	S	H	E	S	R		
A4. Intersection improvements – to address safety or congestions concerns																		
	Florence	F1	Signal/intersection improvements at Munsel Lake Rd and US101	yes	safety and congestion	\$1 million	ODOT	A		E	S	S	H	E	S	R		
	Creswell	CR4	Traffic controls for I-5 exit 182 northbound off-ramp	yes	safety and congestion	unspecified	ODOT											
	Florence	F2	Safety and intersection improvements on OR126 between the entrance to Three Rivers Casino and North Fork Rd	yes	safety and congestion	\$3 million	ODOT, Confederated Tribes	A	C	E	S	S	H	E	S	R		
	Cottage Grove	CG1	Design and construct a full Interchange at I-5 and South 6th Street	?	safety and congestion	\$10 million (see note)	ODOT	A	C	E						R	Estimate may be low. Move to Section A2?	
	Dunes City	DC1	Dunes City sign on US101 is old and peeling	?	signage	\$100,000	Dunes City		C							R	funding already exists for this	
	ODOT (and Veneta)	O4	OR126 West/Huston Rd intersection improvements	yes	road safety	\$1 million	ODOT	A	C	E	S	S	H	E	S	R	Combine with project O2 in Section A2?	
A5. Bicycle & pedestrian projects – either on street or off-street (within ODOT right of way)																		
	Cottage Grove	CG2	Design and construct a pedestrian bridge across the Coast Fork River, adjacent to OR99 on the north side of town.	?	bike/ped	\$3 million	ODOT, ODOT Rail	A	C	E	S							
	Florence	F3	Install enhanced crossing treatments on US101 at 46th St and 42nd/43rd St	yes	bike/ped	\$300,000	ODOT, Florence	A	C	E	S	S	H	E	S	R		
	Cottage Grove	CG3	Bike boxes and restriping to facilitate safe bicycle use on shared roadways (both local roads and state highways)	?	bike/ped	\$300,000	Cottage Grove, ODOT	A	C	E	S							verify the scope of this project
	Cottage Grove	CG4	Design and construct a pedestrian crossing over the railroad, adjacent to the CG Connector on north side of town.	?	bike/ped	\$3 million	ODOT, ODOT Rail	A	C		S		H	E				verify the scope and location of this project
A6. Plans & studies – facility plans, environmental studies																		

Rank (note 3)	Member proposing the project	ID (note 4)	Project description edited by LaneACT staff	TSP (note 5)	Project type	Cost	Lead agency responsible for funding	Area Strategy themes (note 6)										Notes	
								Access	Connectivity	Efficiency	Safety	Security	Health	Equity	Sustainability	Resiliency			
	Lane County	LC1	OR99: Creswell to Eugene corridor study	?	road safety	\$300,000	ODOT, Lane County												
	ODOT	O5	I-5: Willamette River to Goshen corridor study	?	safety and congestion	\$300,000	ODOT												
	Junction City	JC1	OR99: Junction City refinement plan	NA	safety and congestion	\$250,000	Junction City, ODOT												JC needs to apply for a TGM grant to fund this
	Lane Transit District	LTD	ODOT needs to develop a formal mobility management policy	no	transit	unknown	ODOT, transit providers	A	C					H	E	S	R		

Section B – Projects on local roads

B1. Large projects – major improvements, more than \$30 million																			
	Eugene	E2	Franklin Blvd Transformation		road safety, streetscape	\$30 million	Eugene	A	C			S			H	E	S		need more description
	Springfield	S1	Franklin Blvd		road safety, streetscape	\$35 million	Springfield	A	C	E	S					E			
	Lane County (& TrAC)	LC1	Funding for our substandard infrastructure, in particular, along 10 critical roads		safety and modernization	\$280 million	Lane County	A	C	E	S	S	H	E	S	R			
	Eugene	E3	Replaceme W 11th Ave bridge over Amazon Creek, other seismic bridge retrofits		roadway resilience	\$30 million	Eugene		C		S							R	
	Springfield	S2	bicycle & pedestrian projects		bike/ped	\$36 million	City, County, Willamalane	A	C	E	S			H	E	S	R		move to Section B3? Separate on-street from off-street projects?
B2. Small projects – minor improvements, less than \$30 million																			
	Florence	F4	Extension of Munsel Lake Rd west of US101 to Rhododendron Dr		connectivity	\$10 million	Florence, development	A	C	E	S	S	H	E	S	R			
	Veneta	V1	Jeans Rd/Territorial Hwy realignment		safety and congestion	\$10 million	Lane County, Veneta	A	C	E	S			H	E	S	R		
	Veneta	V2	E Hunter Rd urban upgrade		safety	\$3 million	Veneta	A	C	E	S			H	E	S			
	Springfield	S3	42nd St		?	\$6 million	Springfield	A	C	E	S				E				need more description
	Creswell	CR5	S 2nd St		?	\$3 million	Creswell, LTD	A	C	E	S			H	E	S	R		need more description
B3. Bicycle & pedestrian projects (on street) – bicycle lanes, sidewalks, crosswalks																			
	Creswell	CR6	Sidewalks for S 10th St		bike/ped	\$1 million	Creswell	A	C	E	S				E	S	R		
	Westfir	WF1	Sidewalks/crosswalks in uptown Westfir		bike/ped	< \$50,000	Lane County	A	C		S				E				

Rank (note 3)	Member proposing the project	ID (note 4)	Project description edited by LaneACT staff	TSP (note 5)	Project type	Cost	Lead agency responsible for funding	Area Strategy themes (note 6)										Notes
								Access	Connectivity	Efficiency	Safety	Security	Health	Equity	Sustainability	Resiliency		
	Bike/Ped	BP1	Rapidly build out complete networks of active transportation infrastructure within Lane County communities.		bike/ped	unknown	communities	A	C	E	S	S	H	E	S	R		
	Bike/Ped	BP3	intracity bike connections and improved transit between communities		bike/ped	unknown	Lane County, LTD, ODOT	A	C		S			E	S	R		
	Bike/Ped	BP2	Specific projects within communities		bike/ped	unknown	communities	A	C	E	S	S	H	E	S	R		
B4. Bicycle & pedestrian projects (off street) – separated shared-use paths and other off-street facilities																		
	Veneta	V3	Elmira to Veneta multi-use path		bike/ped	\$6.3 million	Lane County, Veneta	A	C	E	S		H	E	S			
	Florence	F5	Separated path along Rhododendron Dr, 35th to Heceta Beach Rd, and along Heceta Beach Rd from Rhododendron to US101		bike/ped	\$3 million	Florence, Lane County	A	C	E	S	S	H	E	S	R		
	Cottage Grove	CG5	Design and construct multi-use path along the west bank of Willamette (Coast Fork)		bike/ped	\$3 million	Cottage Grove	A	C	E			H					
	Dunes City	DC2	Connectivity Trail		bike/ped	\$3 million	Dunes City	A	C	E	S		H			R	need more description	
	Oakridge	OK3	Salmon Creek bike-ped bridge over railroad, and multi-use path restoration project from Beech to OIP Industrial Parkway		bike/ped	\$1 million	Oakridge	A	C	E	S		H	E			cost estimate may be low	
	Dunes City	DC3	Improvements to Rebecca's Trail		bike/ped	\$1 million	Dunes City	A	C	E	S		H			R		
B5. Plans and studies – facility plans, environmental studies, design development																		
	Coburg	CO2	Alternate route or bypass for regional commuter and freight passing through to Eugene-Springfield		new roadway	significant; unknown	Lane County, Coburg	A	C	E	S	S		E	S	R		
	Bike/Ped	BP4	Bicycle and pedestrian plans for each community, including connections between communities		bike/ped	varies	communities, Lane County	A	C	E	S	S	H	E	S	R		
	Westfir	WF2	Reduced speed limit to 35mph from 45mph on Oakridge/Westfir Rd within city limits		road safety	n/a	Lane County				S							
	Environmental Land Use	EL1	Incentivize transportation-efficient land use decision-making		Land Use	net savings	ODOT, etc.	A		E								
	Bike/Ped	BP5	Equitable infrastructure development		bike/ped	unknown	all							E				
	Bike/Ped	BP6	Public engagement & participation		bike/ped	unspecified												
	Bike/Ped	BP7	Programmatic efforts		bike/ped	unspecified												
	Bike/Ped	BP8	Regional approach to shared transportation		bike/ped	unspecified												
B6. Other projects – miscellaneous projects that don't fit in another category																		

Rank (note 3)	Member proposing the project	ID (note 4)	Project description edited by LaneACT staff	TSP (note 5)	Project type	Cost	Lead agency responsible for funding	Area Strategy themes (note 6)										Notes	
								Access	Connectivity	Efficiency	Safety	Security	Health	Equity	Sustainability	Resiliency			
	Oakridge	OK4	Enhance connectivity by opening unused alleys throughout Oakridge		connectivity	\$300,000	Oakridge	A	C	E	S					E	S	R	
	Dunes City	DC4	Build a parking lot/parking garage in the historic Westlake part of town		parking	\$300,000	Dunes City	A	C	E	S								

Section C – Airport and rail projects

C1. Airport projects																			
Rank	Member	ID	Project description	TSP	Project type	Cost	Lead agency	Access	Connectivity	Efficiency	Safety	Security	Health	Equity	Sustainability	Resiliency	Notes		
	Creswell Airport	CA1	Taxi-lane Infrastructure		airport	\$638,000	Creswell Airport	A	C							S	R		
	Creswell Airport	CA2	Build T-hangars		airport	\$1 million	Creswell Airport	A	C							S	R		
	Creswell Airport	CA3	Install wastewater treatment facility		airport	\$1 million	city and airport	A			S		H		S				
C2. Rail projects																			
Rank	Member	ID	Project description	TSP	Project type	Cost	Lead agency	Access	Connectivity	Efficiency	Safety	Security	Health	Equity	Sustainability	Resiliency	Notes		
	Oakridge	OK5	Conduct a study for the railroad to identify measures to reduce noise		rail	\$100,000	Oakridge				S		H	E		R			

Notes

1. The Oregon Legislature Joint Committee on Transportation (JCT) is gathering input from local government officials and others to consider in developing a transportation funding package to present to the Legislature in 2025. The LaneACT has developed this list of transportation funding priorities to discuss with the JCT when they meet in Eugene. A meeting is tentatively scheduled for June 28, 2024.
2. This table was prepared by LaneACT staff for the LaneACT to discuss and refine. The projects included in the table were suggested by LaneACT members in 2023. Refer to the document titled "LaneACT Member Priority Needs: By Category" compiled by LaneACT member Rob Zako in September 2023.
3. Column A (Rank) indicates the LaneACT's preference for funding the project (priority) relative to the other projects within that category. If no ranking is indicated, this means the projects have not been ranked. They are listed in random order with no specific meaning attached.
4. Column C (ID) is a unique identifier for each project. This is for convenience in referencing projects during discussions, and for tracking of projects if they are moved from one category or ranked position to another. The letters refer to the member proposing the project. Examples: V = Veneta, CO = Coburg, CG = Cottage Grove. The number distinguishes the projects from each other, if the member proposed more than one project. There is no significance to the numbering. (It was assigned by LaneACT staff.) Project 1 does not indicate the project is a higher priority for that member than project 2.
5. Column E (TSP) indicates whether the project is identified in a locally-adopted Transportation System Plan. If it is, a project reference is provided. Some projects may not be identified in a TSP. This is an important consideration. It indicates the project has been evaluated (at a planning level) to determine if it is needed and if it is feasible. It also indicates the project has political support.
6. Columns I-Q refer to the priority funding "themes" previously identified by the LaneACT. Refer to the LaneACT Area Strategy Report (May 2022).

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	
Rank (note 3)	Member proposing the project	ID (note 4)	Project description edited by LaneACT staff	TSP (note 5)	Project type	Cost	Lead agency responsible for funding	Area Strategy themes (note 6)									Notes	
								Access	Connectivity	Efficiency	Safety	Security	Health	Equity	Sustainability	Resiliency		

7. Projects with this note attached (note 7) were not included in the LaneACT member priority needs list that was compiled in 2023. This may have been an unintentional omission that occurred when the list was compiled, or it may be a newly identified project. In any case, the project has been included in this table for the LaneACT's consideration at this time.

8. The first version of this document (dated April 1) did not distinguish between projects that are either inside or outside the MPO planning area. This version of the document includes separate categories for these two types of projects, but only for major projects on state highways (categories A1 and A2). This distinction is not as relevant for other categories.

Agenda Item 8

Connect Oregon application review process

Presenters

Anais Mathez – LaneACT staff

Action requested

None at this time. Prepare to prioritize projects for Connect Oregon recommendation.

Summary

The State Legislature established the Connect Oregon program in 2005 to fund non-highway modes of transportation (aviation, rail, marine). This competitive grant program is administered by ODOT staff in Salem with assistance from other state agencies.

The seven previous funding authorizations awarded \$463 million for 221 projects. The previous grant cycle (2021-22) awarded \$46 million for 21 projects. \$130 million in project funding was requested.

ODOT has announced a new Connect Oregon program for 2024-25. \$46 million is available, same as the previous grant cycle. Applications from eligible public agencies and private companies were due in February. At the February 14 LaneACT meeting, the ODOT Freight Program Manager provided a presentation explaining all of this in more detail.

The ACTs have a role in ranking the funding proposals within their individual areas, and for the Region as a whole. 11 of the applications received are within Region 2. Of those, 3 applications are within the LaneACT area.

At the June 12, 2024 meeting, the LaneACT will be asked to prioritize these three project proposals:

APP. #	APPLICANT	PROJECT NAME	Total Project Cost	CO GRANT Funds Requested	Project Match
2A0487	City of Eugene	<i>Eugene Airport Terminal Concourse A Seating Expansion</i>	\$19,320,000.00	\$13,524,000.00	\$5,796,000.00
2A0488	Oregon Department of Aviation	<i>Oakridge Airport Runway Rehabilitation</i>	\$2,630,000.00	\$1,788,400.00	\$841,600.00
2R0496	Green Hill Reload	<i>Greenhill Reload Multi-Modal Center Rail Improvement</i>	\$2,982,991.00	\$2,058,264.00	\$924,727.00

After the LaneACT provides rankings for these three projects, representatives from the LaneACT will participate in a special “Super ACT” meeting (Region 2 Review Committee) in August to develop a combined ranking for all 11 proposals in Region 2. Statewide modal committees will also review and rank the proposals. The Oregon Transportation Commission (OTC) will make the final funding decision in October. The *Connect Oregon Instructions for Reviewers* (Attachment A) issued by ODOT outline the following review timeline:

A. AGENCY STAFF REVIEW – February – April 2024

1. Completeness Review
2. Eligibility Review
3. Feasibility Review
4. Economic Benefit Review
5. Statutory Consideration Review

B. COMMITTEE REVIEW – May - August 2024

1. Mode Committee Reviews
2. Region Committee Reviews
3. Final Review Committee
4. Oregon Transportation Commission - October 2024

While LaneACT is not being asked to review projects to determine a funding recommendation at the May 8, 2024 meeting, a description of the review process is included in Attachment A (Instructions for Reviewers) to give LaneACT more time to become familiar with the grant proposal review process and timeline.

To support the LaneACT’s prioritization process, Connect Oregon staff will sort projects into “Tiers” that indicate how many of the project Statutory Considerations identified in OAR 731-035-0060 are **thoroughly** met by the project. Tiers will be assigned based on scores achieved from a combination of the Statutory Considerations Review (Appendix C of Instructions) and Economic Benefit Review (Appendix B of Instructions).

The LaneACT will receive Connect Oregon’s tiered list for consideration during the prioritization discussion at the June 12, 2024 meeting.

Attachments

A. Connect Oregon Instructions for Reviewers

C. 2024 Connect Oregon Applications for LaneACT Review (Project Descriptions)



Instructions to Reviewers

December 4, 2023

For more information about Connect Oregon visit:

<http://www.oregon.gov/ODOT/TD/TP/pages/connector.aspx>

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PURPOSE OF THIS DOCUMENT

The purpose of this document is to provide instructions regarding the Connect Oregon 9 review and recommendation processes to the various committees that are providing recommendations to the Oregon Transportation Commission (OTC).

The application review process includes the following steps:

A. AGENCY STAFF REVIEW – March – April 2024

1. Completeness Review
2. Eligibility Review
3. Feasibility Review
4. Economic Benefit Review
5. Statutory Consideration Review

B. COMMITTEE REVIEW – April – July 2024

1. Mode Committee Reviews
2. Region Committee Reviews
3. Final Review Committee
4. Oregon Transportation Commission - September 2024

1 AGENCY STAFF REVIEW

1.1 Completeness Review

Connect Oregon staff includes all agency staff (ODOT, Oregon Business Development Department, and Oregon Department of Aviation) assigned to develop and administer the Connect Oregon 9 application process. Applications will be screened by internal Connect Oregon staff (rail) and by Oregon Business Development Department (marine) and Department of Aviation staff to ensure that each application is complete, including:

- ▶ Tax Declaration
- ▶ Department of Revenue Certificate of Compliance
- ▶ Property owner signatures, documentation
- ▶ A completeness review summary will be submitted to the ODOT Freight Planning Unit on or before March 20, 2024.

Note: Program administration resources are limited; therefore, incomplete applications that lack appropriate real estate signatures will not be forwarded to review committees and will not be considered for project award. Connect Oregon staff will inform applicants if an application is ineligible due to incompleteness. Applicants will have the opportunity to appeal an ineligibility decision as outlined in section 1.4 below.

1.2 Eligibility, Feasibility and Statutory Review

1.2.1 Eligibility Review

Connect Oregon staff will review whether each applicant and project meet the eligibility requirements including (See Appendix A-2 for review template):

- ▶ The applicant must be current on all state and local taxes, fees, and assessments.
- ▶ The applicant must have sufficient management and financial capacity to complete the project.
- ▶ The project must benefit aviation, marine, and rail.
- ▶ The project is not eligible for funding from the State Highway Trust Fund revenues described in Section 3a, Article IX of the Oregon Constitution.
- ▶ The project does not require or rely upon continuing subsidies from ODOT.
- ▶ The project is feasible, including the estimated cost of the project, the expected results from the proposed project, the project schedule, and all applicable and required permits may be obtained within the project schedule.

Ineligible applicants or projects will be processed as outlined in Section 1.4.

1.2.2 Feasibility Review

Connect Oregon staff will review the technical information contained in the applications. The feasibility review may result in some applications being deemed technically infeasible. (See Appendix A-2 for review template.) As needed, applicants may be requested to clarify portions of their application. Connect Oregon staff should document in review forms any clarification obtained.

Connect Oregon staff will review technical aspects of assigned Connect Oregon 9 applications for project feasibility including:

- ▶ Proposed project scale in relation to cost
- ▶ Anticipated users
- ▶ Achievability of the project in the proposed timeframe
- ▶ Achievability of all applicable and required permits in proposed timeframe

Feasibility Review Staff Assignments

During the Eligibility/Feasibility Review, applications may be assigned to Connect Oregon staff based on modal expertise as follows:

- ▶ Rail projects to the ODOT Rail Division
- ▶ Aviation projects to the Oregon Department of Aviation
- ▶ Marine projects to the Oregon Business Development Department

Applications may also be assigned to Connect Oregon staff for specific review, such as finance, project management, or other aspects of a project.

1.2.3 Statutory Review Considerations

[OAR 731-035-0060](#) requires the Oregon Transportation Commission to take into consideration the following considerations:

- A. Whether a proposed project reduces transportation costs for Oregon businesses or improves access to jobs and sources of labor
- B. Whether a proposed transportation project results in an economic benefit to this state
- C. Whether a proposed project is a critical link connecting elements of Oregon's transportation system that will measurably improve utilization and efficiency of the system
- D. The proportion of the cost of a proposed project that is borne by the Applicant or contributed from any other source other than the Connect Oregon Fund
- E. Whether a proposed transportation project is ready for construction. A project will be considered ready for construction if the Applicant can demonstrate that:
 - a. Community engagement/outreach has occurred prior to or at the time of application submission.
 - b. Project completion can be achieved within 3 years of the award of the grant by submitting a project schedule that includes project stages and dates of major milestones
 - c. Matching funds have been secured 30 calendar days before the Commission's decision to award funds
 - d. Site ownership or control is secured 30 calendar days before the Commission's decision to award funds
 - e. Final land use actions necessary to support the proposed project have been approved by the local government 60 calendar days before the Commission's decision to award funds
 - f. Limited Land Use Decision rendered by the appropriate local government received within six months of execution of Agreement

- g. Securing all permits needed for construction within nine months of execution of an Agreement
- F. Whether a proposed transportation project has a useful life expectancy that offers maximum benefit to the state
- G. Whether a proposed transportation project is located near operations conducted for mining aggregate or processing aggregate as described in ORS 215.213 (2)(d) or 215.283 (2)(b).

The Statutory Consideration Review must be complete by Connect Oregon staff and returned to the ODOT Freight Planning Unit by April 19, 2024.

1.2.4 Economic Benefit Review

ODOT economists and Business Oregon development officers will conduct an economic benefit review of the reasonableness of the economic benefit claimed in each project application. The Economic Benefit Review is an element of the statutory considerations review and included in the score for tiering. The economic benefit review will include (but not limited to):

- ▶ A review of the application’s analytical methodology for estimating project benefits;
- ▶ A review of the project’s likelihood to retain or generate new distinct jobs in Oregon (not just move jobs from one part of the state to another);
- ▶ A review of the project’s level certainty to produce benefits; and
- ▶ A review of the project’s potential for public benefits.

A report will be completed for each application documenting the results of the review. This report will be submitted to the ODOT Freight Planning Unit by April 19, 2024. (See Appendix A-3 for sample template.)

1.3 Communication with Applicants during Eligibility, Feasibility and Statutory Review

If Connect Oregon staff identifies a need for additional written data concerning any applicant or project, Connect Oregon staff will solicit this from applicants.

Applicants will be given a specified amount of time (three business days) to provide the requested additional information.

All requests for additional information must be sent in writing to applicants during the week of March 22, 2024.

1.4 Decisions on Applicant and Project Eligibility

ODOT will exclude any project from continuing to the Modal, Regional or Final Review process if it is deemed the applicant or project is ineligible, or the project is technically infeasible.

If this determination is made, ODOT will notify the applicant in writing.

The applicant will have 15 days to file a written appeal with the ODOT Director. The ODOT Director will make a final determination of eligibility/feasibility. Only applicants may file an appeal.

2 COMMITTEE REVIEW –

2.1 Overview

2.1.1 Modal Review Committee

This section provides specific instructions to the staff, chairs, and members of:

- ▶ The **Oregon Aviation Board**, which will make recommendations on aviation projects.
- ▶ The **Oregon Freight Advisory Committee**, which will make recommendations on freight transportation projects.
- ▶ The **Rail Advisory Committee**, which will make recommendations on rail transportation projects.
- ▶ The **Marine Project and Planning Advisory Committee, Oregon Business Development Department**, which will make recommendations on marine transportation projects.

OAR 731-035-0060 requires the OTC to solicit advice from these entities for projects as outlined. In the remainder of this document, the board and committees identified above will be referenced as “Modal Review Committees” or “MRC”. The staff assigned to support these committees will be referred to “Modal Review Committee staff” as “MRC staff”.

All MRC meetings will be conducted as public meetings as defined by Oregon Public Meetings Law. MRC staff shall ensure adequate notice of the meeting and compile meeting minutes. Meeting dates and locations where available will be posted on the Connect Oregon website.

2.1.2 Timeline for Modal Committee Review

Modal Review Committees may start review of applications on May 14, 2024 and must complete their work and submit it back to the ODOT Freight Planning Unit by July 12, 2024.

2.1.3 Regional Review Committee

In the remainder of this document, the committees identified below will be referenced as “Regional Review Committees” or “RRC”. The staff assigned to support these committees will be referred to as “Regional Review Committee staff” or “RRC staff”.

Regional Review Committees will be formed by ODOT as follows:

- ▶ An equal number of selected ACT members from each ACT in the Region.

Region 1

OAR 731-035-0070 defines Region 1 as consisting of Clackamas, Hood River, Multnomah and Washington Counties.

The Region 1 RRC will include the Region 1 ACT as designated by ODOT.

Region 2

OAR 731-035-0070 defines Region 2 as consisting of Benton, Clatsop, Columbia, Lane, Lincoln, Linn, Marion, Polk, Tillamook and Yamhill Counties.

The Region 2 RRC will include the Northwest Oregon ACT¹ (Clatsop, Columbia, and Tillamook Counties), the Mid-Willamette Valley ACT (Marion, Polk and Yamhill Counties), the Cascades West ACT (Benton, Linn and Lincoln Counties), and Lane County ACT.

Region 3

OAR 731-035-0070 defines Region 3 as consisting of Coos, Curry, Douglas, Jackson and Josephine Counties.

The Region 3 RRC will include the South West ACT (Coos, Curry and Douglas Counties) and the Rogue Valley ACT (Jackson and Josephine Counties).

Region 4

OAR 731-035-0070 defines Region 4 as consisting of Crook, Deschutes, Gilliam, Jefferson, Klamath, Lake, Sherman, Wasco and Wheeler Counties.

The Region 4 RRC will include the Lower John Day ACT (Gilliam, Sherman, Wheeler and Wasco Counties) the Central Oregon Act (Crook, Deschutes and Jefferson Counties) and the South Central Oregon ACT (Klamath and Lake Counties).

Region 5

OAR 731-035-0070 defines Region 5 as consisting of Baker, Grant, Harney, Malheur, Morrow, Umatilla, Union and Wallowa Counties.

The Region 5 RRC will include the North East ACT (Morrow, Baker, Union, Umatilla and Wallowa Counties) and the South East ACT (Grant, Harney and Malheur Counties).

Timeline for Regional Review Committee Review

RRCs may begin their review, discussion and recommendation of projects when their constituent ACTS have made their prioritized lists. Once each ACT has developed its recommended list, an RRC should meet, no earlier than one week after. The RRCs must complete their work and submit the required documents to the Connect Oregon staff by July 12, 2024.

Regional Solutions Teams

The Governor's Regional Solutions Teams (RSTs) will review applications and note where projects support regional priorities identified by Regional Solutions Advisory Committees. This review will occur with coordination assistance from Connect Oregon staff and RRC staff. Connect Oregon staff will provide RST coordinators with necessary application materials. RST coordinators must provide RRC staff with completed reviews at least one week prior to RRC review. A sample RST Review form is provided in Appendix A-7. This review must be included with RRCs staff report to the ODOT Freight Planning Unit with submission of RRC review materials.

¹ The Northwest ACT will not review projects in western rural Washington County, as this County is in Connect Oregon Region 1, and will be reviewed by the Connect Oregon Region 1 RRC.

2.2 Committee General Administration

2.2.1 Scheduling and Noticing of MRC and RRC Meetings

All meetings where Connect Oregon 9 projects are discussed are public meetings and public notices will be posted on the ODOT Connect Oregon website in addition to other posting sites used by the committees. MRC and RRC staff will coordinate the posting of notices with the ODOT Freight Planning Unit.

2.2.2 Conflict of Interest Disclosure

At the start of each meeting, the MRC and RRC Chairs shall require committee members to disclose all conflicts of interest regarding any projects being discussed. A conflict of interest means the member is an applicant, or a consultant to the applicant, or is a committee or board member who has assisted the applicant, or has a financial benefit in the project. All conflict of interest disclosures will be recorded in the committee meeting minutes.

The MRC and RRC Chairs will ensure that members refrain from voting on or recommending projects or a slate of projects in which they have disclosed a conflict of interest. Committee members with conflicts of interest, except those who are excluded from discussions or debate because they are subject to ORS 244.120(2)(b) and have an actual conflict of interest, are allowed to otherwise participate in the evaluation process. Those with actual conflicts of interest per ORS 244.120(2)(b) may not participate in discussion or debate nor may they vote.

2.2.3 Applicant Presentations

MRCs and RRCs may invite presentations from applicants on an equitable basis, specifically inviting every applicant for projects under that committee's purview. All presentations from applicants are to be conducted during the public meetings.

If applicants are invited to make presentations, the applicants must be informed at the same time as the public meeting notices are posted.

New information learned by the MRCs or RRCs from applicant presentations should be documented in the Review Committee Project Reports for subsequent committees to see.

2.2.4 Input into the Decision Process

The MRCs and RRCs will review projects based on information provided through:

1. The project application and related documents;
2. Applicant responses to questions;
3. Completeness Review, Eligibility, Feasibility, and Statutory Considerations Reviews;
4. Economic Benefit Review; and
5. MRC and RRC members' knowledge and expertise.

The MRCs and RRCs may also review projects based on information provided through:

1. Applicant testimony (if all applicants are provided the opportunity to testify);
2. Professional staff recommendations or analysis (if requested by the committee); and
3. Public comment.

MRCs should also use any identified statewide plan such as the Oregon Aviation Plan or the Oregon Rail Plan to assist with prioritization and determining where projects strategically address modal needs.

RRCs should use Regional Solutions Teams reviews where applicable.

Review should be to determine which projects best address the 7 statutory considerations identified in Section 1.2.3 Statutory Considerations Review.

The MRCs and RRCs shall **not consider** information provided through lobbying by the applicant or any other person outside of the committees' public meetings. This includes any request for pre-approval by an applicant or other party.

MRCs and RRCs shall not require applicants to seek prior consultation or pre-approval of any projects, nor prioritize any project negatively due to any failure to consult with the committee prior to submitting an application.

2.2.5 Additional Information

MRCs and RRCs may request additional written data as needed concerning any application or project. This request must be made through the MRC and RRC staff. Staff will collect information from applicants. Staff should give applicants no more than 3 business days from time of request to reply. MRC and RRC staff will be responsible for submitting electronic copies of all requests to and responses received from applicants to the ODOT Freight Planning Unit as an attachment to the Review Committee Project Report (See section 2.6.1).

2.3 Committee Evaluation Process Overview

2.3.1 General

Connect Oregon staff will provide each MRC and RRC with an electronic application package for each project that the committee will review.

Because the projects potentially represent a variety of different actions on three different modal systems, no single set of data can be used for comparison. It is each applicant's responsibility to be as precise and well-documented as possible in showing how the application responds to each of the seven Connect Oregon considerations. It is each MRC's and RRC's responsibility to prioritize projects while considering the benefits of the project and the statutory considerations.

2.3.2 Task Outline

The project recommendation process for the review committees involves the development of a single prioritized list. Prior to the initial MRC or RRC meeting, the MRC and RRC staff will provide each committee with the documents needed for the evaluation process. The evaluation tasks are detailed in the following table:

Table 1 Review Committee Outline

Step	Task	Explanation	Responsible party
Pre Meeting	Delivery of Information to Modal Review Committee staff, Regional Review Committee staff	Delivery of project documents including: applications and completeness reviews, feasibility reports, economic benefit evaluations, and standardized committee reporting materials.	CO staff
	Staff Preparation for meeting	Modal Review Committee or Regional Review Committee staff ensures all documents are distributed to the Committee members.	Modal Review Committee staff, Regional Review Committee staff
Meetings	Prioritizing	Projects are prioritized (1- through n , with 1 indicating the highest priority project).	Modal Review Committee, Regional Review Committee
Post Meeting	Reporting	Complete standardized committee report material and obtain approval of the report by the Modal Review Committee Chair or Regional Review Committee Chair.	Modal Review Committee staff, Regional Review Committee staff

2.4 Prior to Public Meetings

2.4.1 Modal and Regional Review Committee Staff Responsibilities

Scheduling and Noticing of Review Meetings

MRC and RRC staff will notify Connect Oregon staff of all MRC and RRC meeting dates. Connect Oregon staff will ensure all Connect Oregon meetings, and any revisions or changes, are accurately noticed on the Connect Oregon website. MRC and RRC staff are responsible for all required public meeting notices (A duplicate notice will be posted on the Connect Oregon website).

Distribution of Application Materials

The Connect Oregon staff will provide electronic copies of project application materials (e.g. application, letters of support, RST Report (for RRC only) and supplemental information) to the MRC and RRC staff. MRC and RRC staff are responsible for the distribution of the review materials to committee members prior to the scheduled MRC and RRC meeting.

Connect Oregon staff and RRC staff will be jointly responsible for coordinating receipt and distribution of RST Reports for RRC consideration. Appropriate contacts will be provided to RRC staff by Connect Oregon staff prior to RRC review.

2.4.2 Modal and Regional Review Committee Responsibilities

Prior to the MRC and RRC meetings, the MRC and RRC members should review in detail the application packages.

2.4.3 Modal and Regional Review Committee Chair Responsibilities

Coordinate with MRC and RRC Staff

Prior to meetings, the MRC and RRC Chairs will coordinate with respective MRC/RRC staff regarding the meeting scheduling, agenda and necessary public notice.

2.5 During Public Meetings

2.5.1 Modal and Regional Review Committee Staff Responsibilities

General

The MRC and RRC staff will assist the committees with understanding the review process and the expectations of and instructions to the committees.

Meeting Minutes

For each MRC and RRC meeting, MRC and RRC staff will record and prepare committee meeting minutes and secure the committee's approval of the minutes. Within 5 days of each meeting, draft meeting minutes will be sent to the Connect Oregon staff for posting on the Connect Oregon website. Upon approval of the committee, final meeting minutes will be sent to the Connect Oregon staff. Final minutes will replace draft minutes posted on the Connect Oregon website.

2.5.2 Modal and Regional Review Committee Responsibilities

Conflict of Interest Disclosure

The MRC and RRC members shall adhere to the conflict of interest disclosure instructions in Section 2.2.2.

Review, Discuss and Recommend Projects

Each MRC and RRC is expected to provide the OTC with a single prioritized list of recommended projects for Connect Oregon 9 funding.

All MRC and RRC meetings related to the recommendations of projects for Connect Oregon 9 funding shall be held as public meetings. MRC and RRC members may present information regarding projects, the condition of the state's transportation network, or other relevant information to the whole committee. Each MRC and RRC shall establish a written record of the decision-making process and project specific reports (See Appendix A-6 for report format).

NOTE: Project specific reports should include as much narrative as possible to ensure that subsequent reviewers are fully informed of each project's viability and value to the transportation system.

Prioritize the Projects

Each MRC and RRC will assign a number to each prioritized project, with priority 1 indicating the committee's first choice, priority 2 indicating the second choice, and so on, until all prioritized projects are assigned a number. If a committee reviews 20 projects, the prioritization should be from 1 to 20.

MRCs and RRCs will use the Statutory Consideration Review completed by Connect Oregon staff as a basis for the prioritization.

Each MRC and RRC will provide only one prioritized list statewide. There is no need to differentiate projects by region.

MRCs and RRCs may not change the scope of a project as submitted in an original application. In rare instances where the project's budget is determined to be unreasonably low or high for the scope of the project, a committee can apprise the applicant of this determination. The Committee can only recommend a lower level of funding for a project, if the applicant first submits a hard-copy letter signed by the applicant contact person to Committee staff and returned to Connect Oregon staff in accordance with the timelines of Table 1 Review Committee Outline of this document with the following information:

- Applicant acceptance of potential reduced amount;
- Applicant's understanding that original scope will still be constructed;
- New project financial breakdown consistent with format of the Connect Oregon Application;
- Source of additional applicant match funds to complete original project scope-of-work.
- Verification that additional matching funds will be available within the original project timelines as presented in the Connect Oregon application.

Recommendations for lower project funding will not move forward in the review process without all the aforementioned materials.

2.5.3 Modal and Regional Review Committee Chair Responsibilities

The MRC and RRC Chairs shall preside over all meetings, including calling the meeting to order, ensuring members participate appropriately, minutes are taken and approved, and the committee completes its work as outlined in this document. The Final Review Committee shall have ultimate authority whether or not to consider a recommendation for reduced funding.

2.6 After Public Meetings

2.6.1 Modal and Regional Review Committee Staff Responsibilities

Preparation and Transmittal of Reviews

MRC and RRC staff will complete and prepare for publication the following:

- ▶ Review Matrix,
- ▶ Review Committee Report, and
- ▶ Meeting Minutes.

MRC and RRC staff shall secure the authorization of the MRC and RRC Chairs prior to transmittal of these documents to the Connect Oregon staff. MRC and RRC staff will be responsible for submitting electronic copies of documents to the ODOT Freight Planning Unit no later than July 12, 2024.

Review Committee Matrix

A Review Committee Matrix will be provided to each MRC and RRC in electronic form (See Appendix A-7) prior to each MRC and RRC meeting. MRC and RRC staff will complete the Review Committee Matrix, recording the actions of the committee. The Review Committee Matrix is designed to provide subsequent reviewers, the Final Review Committee and the OTC

with a summary of the MRC's or RRC's prioritization. The MRC or RRC staff will email the Review Committee Matrix to the ODOT Freight Planning Unit in MS Excel format within the aforementioned prescribed timeline.

Neither the Modal Review Committees nor Regional Review Committees make the final decision on final project prioritization. The MRCs and RRCs provide guidance to the Final Review Committee and OTC to allow for an informed final project recommendation. To ensure the preferences of each MRC and RRC are presented to the OTC, the Review Committee Matrix from each MRC and RRC will be forwarded to the OTC along with the Final Review Committee's Final Recommendation Report.

2.6.2 Representatives to the Final Review Committee

Representatives from each MRC and RRC will be invited to participate on the Final Review Committee (See section 3). These representatives will be asked to present their MRC's or RRC's prioritization, discuss project merits and collaborate with other members of the Final Review Committee to reach a consensus regarding the best projects for Oregon.

The final review committee process treats the inputs from each MRC and RRC equally. This is necessary as each MRC and RRC approaches projects from a different perspective. Due to the time constraints placed on the Final Review Committee, representatives from each MRC and RRC will not have the opportunity to consult with other MRC and RRC members during the consensus process. The representatives to the Final Review Committee will be asked to adapt the input from their respective MRC's and RRC's prioritizations to create a single prioritized list for the OTC. This will allow the Final Review Committee to resolve differences in prioritization between MRCs and RRCs.

3 FINAL REVIEW COMMITTEE

3.1 Formation of the Final Review Committee

Following the receipt of recommendations from the Modal and Regional Review Committees, the ODOT Director will convene a Final Review Committee. The Final Review Committee will include representatives from each MRC and RRC when possible. In certain circumstances it may not be possible for the Director to appoint a representative from each committee when in conflict with House Bill 2274 of the 2015 Oregon Legislative session. In which case, the Director retains sole discretion regarding appointments and will seek to ensure an adequate representation of all stakeholder groups involved.

As per House Bill 2274 of the 2015 Oregon Legislative session, the ODOT Director may not appoint representatives to the Final Review Committee who:

- (a) Who represents an entity that submitted an application for a Connect Oregon grant that is being considered for funding by the final review committee; or
- (b) Has a direct financial interest in an application that is being considered for funding by a final review committee.

3.2 Committee Administration

The Connect Oregon staff will provide the Final Review Committee a combined list of recommendations from each MRC and RRC. The list presented to the Final Review Committee may contain all or a portion of the project applications as determined by ODOT prior to the meeting. The format of this summary will be developed in consultation with the OTC and the Final Review Committee facilitator.²

The Final Review Committee meeting is tentatively scheduled for July 19, 2024 with location and meeting type to be determined closer to the meeting time. Meeting details will be published on the Connect Oregon website.

3.2.1 Staff Support

The Connect Oregon staff will provide staff support for the Final Review Committee.

Connect Oregon staff, unless otherwise directed by the committee, will:

- ▶ Present the MRC and RRC prioritization of projects to the Final Review Committee;
- ▶ Assist the Final Review Committee with understanding the review process; and
- ▶ Record results of the Final Review Committee proceedings.

Connect Oregon staff advice and analysis is limited to a supporting role and cannot be substituted for the required decision-making role of the Final Review Committee.

² An independent facilitator will be contracted by ODOT to coordinate the decision-making process of the Final Review Committee.

3.2.2 Conflict of Interest Disclosure

At the start of each meeting, the Final Review Committee Chair shall require committee members to disclose all conflicts of interest regarding any projects being discussed. A conflict of interest means the member is a consultant to the applicant, or is a committee or board member who has assisted the applicant, or has a financial benefit in the project. All conflict of interest disclosures will be recorded in the Final Review Committee meeting minutes.

The Final Review Committee Chair will ensure that members refrain from voting on or recommending projects or a slate of projects in which they have disclosed a conflict of interest. Final Review Committee members with conflicts of interest, except those who are excluded from discussions or debate because they are subject to ORS 244.120(2)(b) and have an actual conflict of interest, are allowed to otherwise participate in the evaluation process. Those with actual conflicts of interest per ORS 244.120(2)(b) may not participate in discussion or debate nor may they vote.

This disclosure requirement applies to all committee members.

3.2.3 Inputs into the Decision Process

The Final Review Committee will review projects based on information provided through:

1. The project application and related documents;
2. Applicant responses to questions;
3. Eligibility and Feasibility Review;
4. Economic Benefit Review;
5. Modal Report and Review Matrix;
6. Region Report, Review Matrix, and RST Report; and
7. Final Review Committee members' knowledge and expertise.

The Final Review Committee may also review projects based on information provided through:

1. Applicant testimony (if all applicants were provided the opportunity to testify as provided during the Modal or Regional Review Committees' process);
2. Professional staff knowledge or analysis (if requested by the committee); and
3. Public comment received throughout the Modal and Regional Review Committee review process.

The Final Review Committee shall **not consider** information provided through:

- ▶ Any lobbying by the applicant or any other person outside of the Final Review Committee's public meetings. This includes any request for pre-approval by an applicant or other party.
- ▶ The Final Review Committee shall not require applicants to seek prior consultation or pre-approval of any projects, nor prioritize any project negatively due to any failure to consult with the committee prior to submitting an application.
- ▶ The Final Review Committee may or may not consider recommendations put forth by the Modal and Regional Review Committees for a reduced funding level of a project; however, the Final Review Committee shall not alter the scope of a project from that of the original project application.

3.2.4 Applicant Presentations

The Final Review Committee will **not** hear presentations from any applicants.

3.3 *Final Recommendation Report*

This Final Review Committee will provide the ODOT Director a Final Recommendation Report prioritizing projects.

4 OREGON TRANSPORTATION COMMISSION

The OTC will consider the recommended project list in September 2024. Should the OTC determine that more information is needed, or to consider testimony at the meeting, then the project selection decision may occur at their next regular meeting in November 2024.

The exact dates, time, and locations for the OTC meetings will be posted on the Connect Oregon website once they are available.

5 CONTACT INFORMATION

5.1 *Connect Oregon Staff:*

MRC and RRC staff should transmit documents to the Freight Planning Unit electronically to expedite processing time. Should any technical difficulties arise or any portion of documentation be unable to be transmitted electronically, then Freight Planning Unit staff may direct applicants to mail items to the address below.

John Boren

Freight Planning Unit

555 13th Street NE, Suite 2

Salem, Oregon 97301-4178

Email: john.boren@odot.state.or.us

5.2 *Questions*

Please direct all questions to:

ConnectOregon@odot.state.or.us

Or contact:

John Boren at 503-986-3703

APPENDIX

The Appendices in this document provide SAMPLE versions of the respective document, agency staff; modal and regional reviewers will receive final versions of each form in Word or Excel prior to the start of the review period. The final versions may differ in minor ways from these sample versions.

A. SAMPLE ELIGIBILITY/FEASIBILITY REPORT TEMPLATE

CONNECT OREGON 9 ELIGIBILITY/FEASIBILITY REPORT FORM

Application Number: _____

Applicant Name: _____

Project Name: _____

Mode: _____

Applicant Administrative Eligibility:

- The Applicant is a Public Body or Person within the state of Oregon.
 - The Applicant, if applicable, has signed and submitted the Tax Declaration form
 - The Applicant has submitted the Department of Revenue Tax Certification
 - The Applicant has sufficient management and financial capacity to complete the Project including without limitation the ability to contribute 30 percent of the eligible Project cost (or 50 percent for Class I Railroads).
-

Project Administrative Eligibility:

- The project is a Transportation Project that involves one or more of the following modes of transportation: air, marine, or rail.
 - The Project will assist in developing a multimodal transportation system that supports state and local government efforts to attract new businesses to Oregon or that keeps and encourages expansion of existing businesses.
 - The Project is eligible for funding with lottery bond proceeds under the Oregon Constitution and laws of the State of Oregon.
 - The Project will not require or rely upon continuing subsidies from the Department for ongoing operations.
 - The Project is not a public road or other project that is eligible for funding from revenues described in section 3a, Article IX of the Oregon Constitution, i.e. the State Highway Trust Fund.
 - The Project is feasible, including the estimated cost of the Project, the expected results from the proposed Project for each of the considerations as prescribed in 731-035-0060, the Project schedule, and all applicable and required permits may be obtained within the Project schedule.
-

Technical Feasibility

Does the cost estimate appear reasonable?

Yes No

Is timeline in relation to tasks not yet completed feasible?

Yes No

Are there any elements of the project that could cause unanticipated delays?

Yes No

Can all applicable and required permits be obtained as indicated in the schedule?

Yes No

Does the application package include documentation of the desire for and support of the Project from the businesses and entities to be served by the Project?

Yes No

Comments:

No Conflict of Interest Certification: I do not have any conflict of interest with the proposer submitting this project application. A conflict of interest may include any family members presently associated with a proposer, or any financial relationships with a proposer (does not include past employment). I have read and rated the project application independently, and without interference or pressure from anyone. I have not had conversation or other contact with the proposer concerning this project application since it was issued. I have noted any potential conflicts or concerns on this form."

FEASIBILITY/ELIGIBILITY EVALUATOR(s):

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Name(s)

Date

B. ECONOMIC CONSIDERATION REVIEW FORM

Connect Oregon 9 Economic Benefit Review

Project Number: _____

Project Applicant: _____

Project Name: _____

Thank you for your participation in evaluating the economic benefit aspects of Connect Oregon 9 applications. One of the seven required “considerations” of the Oregon Transportation Commission when selecting applications for funding through the Connect Oregon program asks:

“Whether a proposed transportation project results in an economic benefit to this state.”

Use the scoring sheet below as a quick guide to the application. In some instances, where the score is a simple calculation based on information provided in the application, the answer has been provided. The remaining questions require a critical review of the applicant’s answer before selecting an evaluation score based on the range of possible evaluations. Application instructions for questions requiring review are attached as guidance.

Calculation and comment areas are provided to show your work and note information critical to your evaluation: How you arrived at your score.

Save a completed electronic version of this document for each application you evaluate. Email signed evaluation forms to ConnectOregon@odot.state.or.us **no later than December 10, 2021.**

Section 1

Application Question #s	Evaluation Criteria	Individual Score
<p>31*8</p> <p>31d/[(20)/1,000,000]</p>	<p>Long-term jobs multiplied by projects useful life = long-term job-years</p> <p>OR</p> <p>Private investment (\$) divided by [CO 2021 request/1 million] = Private investment per \$ million requested from Connect Oregon</p>	
<p>Point System:</p> <p>0 – no positive impacts; 1-2 – unlikely to make positive impacts; 3-4 – potential positive impacts; 5-6 – likely positive impacts; 7-8 – significant positive impacts</p>		
<p>38</p>	<p>Does this project serve one or more of Oregon’s Statewide Business Clusters?</p> <p>[note in comments section which box(es) were checked and any other relevant details from the application]</p>	
<p>Point System:</p> <p>0 – the project does not serve the identified business clusters; 1 – the project has the potential to serve identified business clusters; 2 – the project is likely to serve identified business clusters; 3 – the project will serve identified business clusters</p>		
<p>Calculations/Comments:</p>		

--

Section 2

Application Question #s	Evaluation Criteria	Individual Score
25	<p>Does this project improve Oregon’s transportation system efficiency and/or utilization in specifically identified ways?</p> <p>[note in comments section which box(es) were checked and any other relevant details]</p>	
<p>Point System:</p> <p>0 – no positive impacts; 1-2 – unlikely to make positive impacts; 3-4 – likely positive impacts; and 5-6 – significant positive impacts;</p>		
29	<p>Does the project improve safety?</p> <p>[briefly note in comments section the documentation or explanation required for a “yes” answer that was provided]</p>	
<p>Point System:</p> <p>0 – no positive impacts; 1 – unlikely to make positive impacts; 2 – potential positive impacts; 3 – likely positive impacts;</p>		
<p>Comments:</p> <div style="border: 1px solid black; height: 150px; width: 100%;"></div>		

Review of Economic Benefit to the State

Final Point Calculation

Section 1 (no more than 11)	points
Section 3 (no more than 9)	points
Total (no more than 20)	Points

Reviewer Name: _____

Reviewer Agency: _____

Date of Review: _____

C. STATUTORY CONSIDERATION REVIEW FORM

Connect Oregon 9 – Statutory Considerations Review

Project Number: _____

Project Name: _____

Project Reviewer: _____

On the following pages, tables are provided indicating which application questions relate to the identified consideration. A given question may relate to more than one consideration, and will appear under each relevant consideration.

Consideration (a) - Whether a proposed transportation project reduces transportation costs for Oregon businesses or improves access to jobs and sources of labor

Item No.	Brief Description of Question (from Application)	Points	Appraiser's Score
27-28	Industrial or employments connections	5	
26a-c	Measurement of Success (Improved use and efficiency)	10	
29	Safety	5	
30	Serving Business Clusters	5	
TOTAL AVAILABLE POINTS – Consideration “a”		25	
Point System for 27-28, 29, 30: 0 – No positive benefit; 1-2 – Potential positive benefit; 3-4 – Likely positive benefit; and 5 – Significant positive benefit.		Point System for 26a-c 0 – No positive benefit; 1-3 – Potential positive benefit; 4-7 – Likely positive benefit; and 8-10 – Significant positive benefit.	
COMMENTS			

Consideration (c) - Whether a proposed transportation project is a critical link connecting elements of Oregon’s transportation system that will measurably improve utilization and efficiency of the system.

Item No.	Brief Description of Question (from Application)	Points	Appraiser's Score
24	Explanation of benefits	8	
25	Improvement of efficiency checkboxes	6	
26a-c	Measurement of Success (Improved use and efficiency)	8	
TOTAL AVAILABLE POINTS – Consideration “c”		20	
Point System for 25: 0 – No positive benefit; 1-2 – Potential positive benefit; 3-4 – Likely positive benefit; and 5-6 – Significant positive benefit.		Point System for 24 and 26 0 – No positive benefit; 1-2 – Unlikely to make positive impact 3-4 – Potential positive benefits; 5-6 – Likely positive benefits; and 7-8 – Significant positive benefits.	
COMMENTS			

Consideration (d) - How much of the cost of a proposed transportation project can be borne by the applicant for the grant from any source other than the Connect Oregon Fund.

Item No.	Brief Description of Question (from Application)	Points	Appraiser's Score
20	Applicant will provide 30% match only	5	
20	Applicant will provide between 31% to 40% match	7	
20	Applicant will provide between 41% to 50% match	9	
20	Applicant will provide > 50% match	10	
TOTAL AVAILABLE POINTS – Consideration “d”		10	

COMMENTS

Consideration (e) - Whether a proposed transportation project is ready for construction. A project will be considered ready for construction if the Applicant can demonstrate that:

Item No.	Brief Description of Question (from Application	Points	Appraiser's Score
For this consideration, assume OTC decision in <u>May/July</u> grant execution date of <u>September 2022</u>			
14	Community engagement/outreach	2	
9-11	Completion within 3 years of award	6	
21	Matching funds (30 days prior to OTC decision)	2	
12	Site ownership or control (30 days prior to OTC decision)	4	
16-17	Land Use to allow for use at location (within 2 months of grant execution)	4	
16-17	Limited Land Use decision; site plan review (within 6 months of grant execution)		
15	Securing all permits needed for construction (within 9 months of grant execution)	2	
TOTAL AVAILABLE POINTS – Consideration “e”		20	

<p>Point System for 9-11: 0 – No positive benefit; 1 – Some outreach, insufficient; and 2 – Sufficient outreach or N/A.</p>	<p>Point System for 14: 0 – No positive benefit; 1 – Some outreach, insufficient; and 2 – Sufficient outreach or N/A. 5-6 – Minimal concerns about completion in 3 years.</p>
Point System for 21:	Point System for 12:

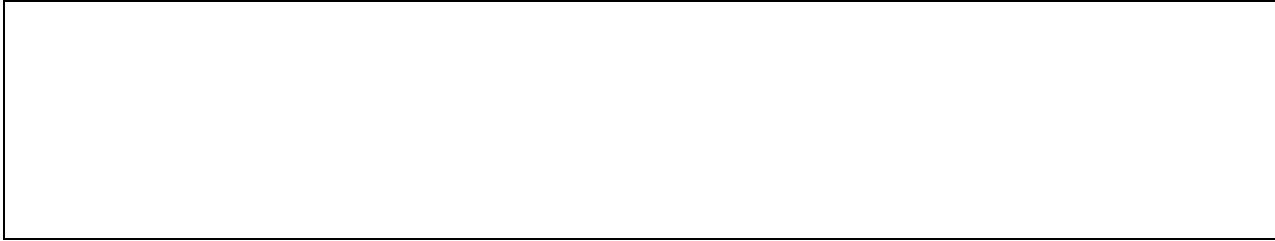
0 – Doubtful match will be available; 1 – Match may be available; and 2 – Match available.	0 – Doubtful site will be under control; 1-3 – Site may be under control; and 4 – Site is currently under control.
Point System for 15: 0 – Doubtful permits will be secured; 1 – Permits may be secured; and 2 – Confident permits will be secured.	Point System for 16-17: 0 – Doubtful land use decisions will be rendered; 1-3 – Land use decisions partially rendered; and 4 – Confident land use decisions will be rendered.
Comments:	

Staff and review committees all the following information plus other knowledge when determining project readiness.

- Permitting • Match financing • Plan inclusion where necessary
- Land use approval • Applicant capacity

Consideration (f) - Whether a proposed transportation project has a useful life expectancy that offers maximum benefit to the state.

Item No.	Brief Description of Question (from Application	Points	Appraiser's Score
The primary element of each project should be used in determining useful life. See reviewer instructions for further direction.			
31	Expected useful life is between 0 and 5 years	2	
31	Expected useful life is between 6 and 10 years	4	
31	Expected useful life is between 11 and 15 years	6	
31	Expected useful life is between 16 and 20 years)	8	
31	Expected useful life is > 20 years	10	
TOTAL AVAILABLE POINTS – Consideration “f”		10	
COMMENTS			



Consideration “f” Maximum Benefit Calculation Table

For the purposes of Connect Oregon, “maximum benefit” is considered as the project benefits identified in scoring of considerations a, b, and c.

In order to take both “life expectancy” and “maximum benefit” of consideration f into account, *ConnectOregon* staff will utilize the following method to determine life expectancy vs. maximum benefit.

(To be completed by ODOT Freight Planning Staff)

Expected life score(Considerations a+b+c scores) / Possible Maximum Sum of Considerations a+b+c		
---	--	--

Example:

$$8(16+12+10)/60 = 304/60 = 5.06 = 5 \text{ (rounded to nearest whole number)}$$

Consideration (g) - Whether a proposed transportation project is located near operations conducted for mining aggregate or processing aggregate as described in ORS 215.213 (2)(d) or 215.283 (2)(b).

Item No.	Brief Description of Question (from Application)	Points	Appraiser’s Score
27	Project is within 10 miles of a site	3	
27	Project is within 5 miles of a site	5	
TOTAL AVAILABLE POINTS Consideration “g”		5	

Additional Considerations- Briefly describe any expected project benefits or impacts in the outcome areas below.

Item No.	Brief Description of Question (from Application)	Benefit Eval	Appraiser's Score
28a	Equity	SP	
28b	Climate Change/GHG Reduction	SP	
QUALITATIVE SCORE –		SP/SP	
<p>*Qualitative Evaluation 28a-b: NP – No positive benefit; LP – Limited positive benefit; and SP – Significant positive benefits.</p>			
<p>COMMENT:</p>			

Additional Considerations Benefits Note:

The additional considerations questions are intended to capture ODOT's Strategic Action Plan priorities of taking into account benefits and/or impacts of projects upon equity and climate change/GHG emissions considerations. They are being scored separately than the statutory considerations and are being used to help break ties or prioritize among projects that score closely.

D. SAMPLE REVIEW COMMITTEE MATRIX TEMPLATE

The table below is a sample of the fields that will be used on the review matrix provided to the Modal and Regional Review Committees. The final version will be a Microsoft Excel spreadsheet.

The application number, name, and funds requested columns will be completed by Connect Oregon staff. The “Tier” column will be completed by Modal or Regional Review Committee staff. The priority column will record the actions of the committee.

App #	Project Name / Description	Total Connect Oregon Funds Requested (\$)	Tier	Priority
	Sample	\$1,000,000		

E. REGIONAL SOLUTIONS TEAM TEMPLATE

Regional Solutions Team Review	
Project Number:	Tier #
Project Name:	
Requested Funds:	
ODOT Region:	
RST Region:	
Date Reviewed by RST:	
Project Description:	
Does the project support regional priorities identified by the Regional Solutions Advisory Committee?	
Yes ____ No ____	
Please describe how the project supports the regional priority (or priorities) and/or provide other comments.	

2024 Connect Oregon Applications for LaneACT Review

Below are brief project descriptions for each of the three projects that will be ranked by the LaneACT at the June 12, 2024 meeting. Links to the full application for each are included.

1. **City of Eugene: *Eugene Airport Terminal Concourse A Seating Expansion***

This project will construct an additional 5,400 square foot of holdroom seating area in Concourse A and add an ADA emergency exit ramp from the airside.

Link to project application:

https://www.oregon.gov/odot/Planning/Connect_Oregon_Applications/2A0487%20Eugene%20Airport%20Terminal%20Concourse%20A%20Seating%20Expansion.pdf

2. **Oregon Department of Aviation: *Oakridge Airport Runway Rehabilitation***

This project will rehabilitate and strengthen 3,610 feet of runway and connecting taxiway pavement to keep the airport operational and support wildfire fighting activities. It will also improve pavement and shoulder grading for better drainage and install supplemental solar lighted windcones for better visibility.

Link to project application:

https://www.oregon.gov/odot/Planning/Connect_Oregon_Applications/2A0488%20Oakridge%20Airport%20Runway%20Rehabilitation.pdf

3. **Green Hill Reload: *Greenhill Reload Multi-Modal Center Rail Improvement***

The project has two steps. First, extending the existing tail track by 1,750 feet and installing a new main line switch to Coos Bay Rail Line (CBRL). Second, constructing a new 2,200-foot siding track with two main line switches on CBRL.

Link to project application:

https://www.oregon.gov/odot/Planning/Connect_Oregon_Applications/2R0496%20Greenhill%20Reload%20Multi-Modal%20Center%20Rail%20Improvement.pdf

In addition, the following is a list of all 11 Connect Oregon applications received for Region 2, including the 3 applications within the LaneACT area.

MODE	REGION	Public/ Private	County	APP. #	APPLICANT	PROJECT NAME	TOTAL PROJECT COST	CO GRANT FUNDS REQUESTED	TOTAL PROJECT MATCH	% MATCH
					ODOT	Project Selection, Administration, and Debt Service	\$ 500,000.00			
A	2	PU	Benton	2A0486	City of Corvallis	Corvallis Airport Hangar Taxilanes and Taxiway B and C Seal Coat	\$ 2,563,000.00	\$ 800,000.00	\$ 1,763,000.00	69%
M	2	PR	Clatsop	2M0489	Columbia River Bar Pilots, LLC	Columbia River Bar and Coastal Wave Safety Technology	\$ 229,598.48	\$ 160,718.94	\$ 68,879.54	30%
M	2	PR	Clatsop	2M0491	Pacific Seafood - Warrenton, LLC	Pacific Seafood Warrenton Fuel and Ice Dock Repair	\$ 1,340,210.00	\$ 938,147.00	\$ 402,063.00	30%
M	2	PU	Clatsop	2M0492	Port of Astoria	Pier 2 West Rehabilitation & Lift Replacement	\$ 36,733,019.00	\$ 9,633,374.00	\$ 27,099,645.00	74%
M	2	PU	Columbia	2M0495	Port of Columbia County	Port Westward Beaver Dock Modernization Project	\$ 3,900,000.00	\$ 2,730,000.00	\$ 1,170,000.00	30%
A	2	PU	Lane	2A0487	City of Eugene	Eugene Airport Terminal Concourse A Seating Expansion	\$ 19,320,000.00	\$ 13,524,000.00	\$ 5,796,000.00	30%
A	2	PU	Lane	2A0488	Oregon Department of Aviation	Oakridge Airport Runway Rehabilitation	\$ 2,630,000.00	\$ 1,788,400.00	\$ 841,600.00	32%
R	2	PR	Lane	2R0496	Green Hill Reload	Greenhill Reload Multi-Modal Center Rail Improvement	\$ 2,982,991.00	\$ 2,058,264.00	\$ 924,727.00	31%
M	2	PR	Lincoln	2M0490	Pacific Seafood Newport LLC	Pacific Seafood Newport LLC Dock Pilings	\$ 1,349,800.00	\$ 944,860.00	\$ 404,940.00	30%
M	2	PU	Lincoln	2M0494	Port of Newport	Dock 7 and Commercial Marina Rebuild	\$ 34,570,110.00	\$ 9,570,110.00	\$ 25,000,000.00	72%
R	2	PR	Marion	2R0497	Portland & Western RR	Salem to Woodburn Rail Modernization	\$ 2,731,365.00	\$ 1,775,387.00	\$ 955,978.00	35%

Future meetings and topics

Updated April 25, 2024

This document is updated monthly by LaneACT staff based on input provided by the Steering Committee.

June 12, 2024

- **Connect Oregon 2024** (continued) – 45 mins; presenter: Bill Johnston, LaneACT staff
 - Discuss and rank LaneACT-area applications (funding proposals).
 - Appoint two members to represent the LaneACT at the Region 2 Review Committee.
- **LaneACT transportation funding priorities** (continued) – 45 minutes
 - Presenters: Steering Committee members (Shelly Clark, Keith Weiss, Vidal Francis)
 - Finalize list of priorities.
- **Not on agenda** – The Joint Committee on Transportation will meet in Eugene on June 28 (tentative)

July 10, 2024

- **Summer recess** (no meeting)
- **Not on agenda** – The Region 2 Review Committee (Super ACT) will meet sometime in July to review and rank the Connect Oregon funding proposals in Region 2.
- **Not on agenda** – The OTC will be meeting in Florence on August 1

August 14, 2024

- **LaneACT Bylaws** – 50 minutes
 - Presenters: Steering Committee members (Shelly Clark, Keith Weiss, Vidal Francis)
 - The bylaws need to be updated. The objective for this meeting is to agree on the process and scope. Assume that a committee will be appointed.
 - Obtain preliminary input from the members to inform the work of the committee.
- **ODOT topic** (placeholder) – 30 mins; topic and presenter: TBD
- **(reserved)** – other topic to be determined

September 11, 2024

- **2027-2030 STIP update** (placeholder) – 20 min; Tova Peltz, ODOT Delivery & Operations Division
- **(reserved)** – other topic to be determined
- **Not on agenda** – The LaneACT Bylaws Committee will meet in September.
- **Observation** – There may not be much to discuss in September. The Steering Committee may want to consider cancelling this meeting rather than the October meeting. This would allow the Bylaws Committee to focus on their work. They may be prepared to present their recommendations in October.

October 9, 2024

- No meeting this month (tentative)
- **Not on agenda** – The LaneACT Bylaws Committee will meet in October.

November 13, 2024

- **Appoint representative to the Aviation Review Committee** (consent item)
- **Appoint officer nominating committee** – 20 minutes
- **LaneACT Bylaws** – 30 minutes; presenter: Committee Chair
 - Present the committee’s recommendation for review and discussion.
- **(reserved)** – other topic to be determined

December 11, 2024

- **Elect officers** – 20 minutes
- **LaneACT Bylaws** – 30 minutes; presenter: Committee Chair
 - Adopt final revised version.
- **(reserved)** – other topic to be determined

January 8, 2025

- **Winter recess** (no meeting)

February 12, 2025

- **(reserved)** – topics to be determined

Topics from the LaneACT work plan

The following topics are identified in the LaneACT work plan. This is not a complete list. Some topics in the work plan have already been addressed. Some of the ODOT topics included in the work plan are not clearly defined. ODOT will provide more specific direction in the future.

A. Topics identified by ODOT (refer to the work plan for a complete list)

- **2027–2030 STIP development** (ODOT topic, included in LaneACT work plan)
 - The OTC will provide additional opportunities for the ACTs to provide input in 2024.
- **Transportation Safety Action Plan** (ODOT topic, included in LaneACT work plan)
 - Next update on this plan to begin in late 2024
- **Issues of statewide interest** (ODOT topic, included in LaneACT work plan)
 - (e.g., revenue and funding discussions, legislation, etc.)

B. Additional topics identified by the LaneACT (refer to the work plan for a complete list)

- **Develop a list of priority projects for the LaneACT area** – Refer to Section 4, Goal 1.
 - This effort will begin in early 2024. It will take approximately four meetings to complete.
- **Update the LaneACT bylaws** – Refer to Section 4, Goal 2.
 - This effort will begin in late 2024. It will take approximately three meetings to complete. A subcommittee will probably be formed to work through the details.
- **Update the LaneACT Public Participation Plan** – Refer to Section 4, Goal 3.
 - This effort will begin in 2025, after the bylaws have been updated. It will take approximately two meetings to complete.
- **Legislative updates** – Receive regular updates during the legislative session.
- **Grant opportunities** – Inform LaneACT members about state and federal grant opportunities.
 - This will occur at various times during the year as grants are announced.
- **Local transportation successes and challenges** – Allow time during LaneACT meetings for members to describe noteworthy transportation-related planning and construction projects in their communities.

LaneACT member roster

updated March 2024

jurisdiction	member	email	phone	address	term start	term end
Lane County						
primary	Ryan Ceniga Commissioner	Ryan.Ceniga@lanecountyor.gov	541.682.4203	125 E 8th Ave; Eugene OR 97401		none
alternate	David Lovell Commissioner	David.Loveall@lanecountyor.gov				none
Coburg						
primary (1)	John Fox Councilor	councilorfox@ci.coburg.or.us	541.682.7850	PO Box 8316; Coburg OR 97408		none
primary (2)	Cathy Engebretson Councilor	councilorengbretson@ci.coburg.or.us	541.682.7850	PO Box 8316; Coburg OR 97408		none
alternate	Nancy Bell Mayor	mayor@ci.coburg.or.us	541.682.7850	PO Box 8316; Coburg OR 97408		none
Cottage Grove						
primary	Mike Fleck Councilor	councilorfleck@cottagegrove.org		923 S U St; Cottage Grove OR 97424		none
alternate	Mike Sauerwein City Manager	msauerwein@cottagegrove.org	(541) 942-5501	400 E. Main St; Cottage Grove, OR 97424		none
Creswell						
primary	Shelly Clark Councilor	shclark@creswell-or.us	541.895.2531	PO Box 276; Creswell OR 97426	01/01/2021	12/31/2024
alternate	Curtis Thomas City Planner	cthomas@creswell-or.us	541.895.2913	PO Box 276; Creswell OR 97426		none
Dunes City						
primary	Robert Orr Councilor	robertvorr@gmail.com	541.997.3338	83541 Jensen Ln; Florence OR 97439		none
alternate	Jamie Mills City Recorder	recorder@dunescityor.com	541.997.3338	PO Box 97; Westlake OR 97493		none
Eugene						
primary	Lucy Vinis Mayor	lvinis@eugene-or.gov	541.682.8347	125 E 8th Ave; Eugene OR 97401		none
alternate	Alan Zelenka Councilor	alan.zelenka@ci.eugene.or.us	541.682.8343	125 E 8th Ave; Eugene OR 97401		none
Florence						
primary	Bill Meyer Councilor	bill.meyer@ci.florence.or.us	541.997.8237	250 Hwy 101; Florence OR 97439		none
alternate	Mike Miller Public Works Director	mike.miller@ci.florence.or.us	541.997.4106	250 Hwy 101; Florence OR 97439		none
Junction City						
primary	Sidney Washburne Councilor	swashburne@cityofjc.com	541.998.2153	PO Box 250; Junction City OR 97448		none
alternate	Sandi Thomas Councilor	sthomas@cityofjc.com	541.998.2153	PO Box 250; Junction City OR 97448		none
Lowell						
primary	Don Bennett Mayor	donbennett47@g.com	541.937.2312	540 Sunridge Ln; Lowell OR 97452		none
alternate	(vacant)					
Oakridge						
primary	Bryan Cutchen Mayor	mayor@ci.oakridge.or.us	541.782.2258	PO Box 1410; Oakridge OR 97463		none
alternate	Rick Zylstra Planning Director	rickzylstra@ci.oakridge.or.us		PO Box 1410; Oakridge OR 97463		none
Springfield						
primary	Beth Blackwell Councilor	bblackwell@springfield-or.gov		225 5th St; Springfield OR 97477		none
alternate	Sean VanGordon Mayor	svangordon@springfield-or.gov		225 5th St; Springfield OR 97477		[page break]
Veneta						

jurisdiction	member	email	phone	address	term start	term end
primary	Keith Weiss Mayor	kweiss@ci.veneta.or.us	541.935.2191	PO Box 458; Veneta OR 97487	01/01/2021	
alternate	Alexa Bensen City Councilor	abenson@ci.veneta.or.us				
Westfir						
primary	D'Lynn Williams Mayor	mayor@ci.westfir.or.us		47365 1st St; Westfir OR 97492		none
alternate	(vacant)					
Confederated Tribes of Coos, Lower Umpqua and Siuslaw						
primary	Doug Barrett	doug.barrett@ctclusi.org	541.888.7512	P.O. Box 2000; Florence OR 97439		none
alternate	Garrett Gray	ggray@ctclusi.org	541.888.9577	1245 Fulton Ave; Coos Bay OR 97420		none
Port of Siuslaw						
primary	Bill Meyer Commissioner	(see City of Florence)	(see Florence)	100 Harbor St; Florence OR 97439		none
alternate	David Huntington Manager	port@portofsiuslaw.com		100 Harbor St; Florence OR 97439		none
Lane Transit District						
primary	Heather Murphy Board Member	Heather.murphy@ltd.org		PO Box 7070; Springfield OR 97475		none
alternate	Jameson Auten General Manager	jameson.auten@ltd.org		PO Box 7070; Springfield OR 97475		none
ODOT Area Manager						
primary	Vidal Francis Area 5 Manager	vidal.t.francis@odot.oregon.gov	541.726.5227	2080 Laura St; Springfield OR 97477		none
alternate	Bill Johnston Area 5 Planner	bill.w.johnston@odot.state.or.us	541.747.1354	2080 Laura St; Springfield OR 97477		none
Central Lane MPO						
primary	Paul Thompson Transp. Manager	pthompson@lcoq.org	541.682.4405	859 Willamette St Suite 500; Eugene OR 97401	2009	(no end date)
alternate	Brenda Wilson Executive Director	bwilson@lcoq.org	541.682.4395	859 Willamette St Suite 500; Eugene OR 97401		(no end date)
LC TrAC						
primary	John Marshall	jmarshall47@gmail.com		(email only)		none
alternate	(vacant)					
Highway 126 East						
primary	Pete Petty (area resident)	ppetty541@aol.com		49460 McKenzie Hwy; Vida OR 97488		none
alternate	Charles Tannenbaum (area resident)	caroltan@g.com	541.736.8575	40882 McKenzie Hwy; Springfield OR 97478		none
Designated representatives (special interest)						
trucking	(vacant)					
rail	(vacant)					
bicycle & pedestrian	Megan Shull LCOG SRTS	mshull@lcoq.org	541.682.4023	859 Willamette St Suite 500; Eugene OR 97401	1/10/2024	01/10/2028
alternate	Jack Blashchishen Springfield PS	jack.blashchishen@springfield.k12.or.us	(541) 228.0699		1/10/2024	01/10/2028
environmental & land use	Rob Zako BEST	rob@best-oregon.org	541.606.0931		7/1/2023	06/30/2024
alternate	Brett Morgan 1000 Friends of Oregon	brett@friends.org	503.497.1000 (ext 122)		06/30/2020	06/30/2024
Other representatives (special interest)						
disability community	Eugene Organ (area resident)	eorgan@comcast.net	541.683.6556	2850 Pearl St; Eugene OR 97405	07/14/2020	07/14/2024
aviation	Shelley Humble Creswell airport	shumble@creswell-or.us	541.895.2913 (w) 541.953.9197 (c)	PO Box 276; Creswell OR 97405	07/14/2020	07/14/2024
micro-mobility	Brodie Hylton Cascadia Mobility	brodieh@cascadiamobility.org	503.481.0418	455 W 1st Ave; Eugene OR 97401	1/10/2024	1/10/2028

jurisdiction	member	email	phone	address	term start	term end
economic development	Tiffany Edwards Chamber of Commerce	tiffanve@eugenechamber.com	541.678.3370	1401 Willamette Street; Eugene OR 97401	1/10/2024	1/10/2028

LaneACT Member Support Staff

updated January 2023

Jurisdiction	Support Staff	Email
Lane County	Becky Taylor Sasha Vartanian	becky.taylor@lanecountyor.gov ; sasha.vartanian@lanecountyor.gov ;
Eugene	Rob Innerfeld	rob.inerfeld@ci.eugene.or.us
Veneta	Matt Michel	mmichel@ci.veneta.or.us

LaneACT Attendance 2023-2024

Stakeholder	APR'23	MAY'23	JUN'23	JUL'23	AUG'23	SEP'23	OCT'23	NOV'23	DEC'23	JAN'24	FEB'24	MAR'24	APR'24	
Coburg	X	A	X	X	X	No Meeting	X	X	X	X	X	X	X	
Cottage Grove	X	X	X	X	A		X	X	X	X	X	X	X	X
Creswell	X	X	X	X	X		X	X	X	X	X	X	X	X
Dunes City	A	A	X	A	A		A	A	A	A	A	A	A	A
Eugene	X	A	X	X	X		X	A	X	X	X	X	X	X
Florence	X	A	A	X	X		A	X	X	X	X	X	X	A
Junction City	X	X	X	X	X		X	X	X	X	A	A	A	A
Lowell	X	X	X	X	A		A	A	A	A	A	A	A	A
Oakridge	X	X	X	X	X		X	X	X	X	X	X	X	X
Springfield	X	X	A	A	X		X	X	X	X	A	X	X	X
Veneta	X	X	X	X	X		X	X	X	X	X	X	X	X
Westfir	A	A	A	A	A		A	A	A	A	A	A	A	A
Lane County	X	X	X	X	X		A	X	X	X	X	X	X	X
Port of Siuslaw	X	A	A	X	X		A	X	X	X	X	X	X	A
Lane Transit District	X	X	X	X	X		A	A	X	X	X	X	A	X
CTCLUSI	X	X	X	X	X		X	X	X	X	X	X	X	X
ODOT Area 5	X	X	X	X	X		X	X	X	X	X	X	X	X
Central Lane MPO	X	X	X	X	X		X	X	X	X	X	X	X	X
Lane County TrAC	X	X	A	X	X		X	X	X	X	X	X	X	X
CLMPO CAC - VACANT	X	X												
Highway 126 E	X	X	A	X	X		A	A	A	A	X	X	X	A
DS Trucking - VACANT														
DS Rail - VACANT														
DS Bike/Ped	X	X	X	X	X		X	X	X	X	X	X	X	X
DS Envir LU	X	X	X	X	X		X	X	X	X	X	A	X	X
OS - Eugene Organ	A	A	X	A	X		A	X	X	X	X	A	X	A
OS - Brodie Hylton												A	X	X
OS- Tiffany Edwards												X	X	X
OS - Shelley Humble	X	X	X	X	X	A	X	X	X	X	A	X	X	
OS-VACANT														
TOTAL	22	17	18	20	20		14	17	20	19	18	21	18	

X=present
A=absent