



Lane Area Commission on Transportation

859 Willamette Street, Suite 500, Eugene, Oregon 97401-2910
541.682.4283 (office)



Wednesday, March 12, 2014

5:30 – 7:30 p.m.

McLane Room, Oregon Department of Transportation, Area 5
644 A Street, Springfield (directions on next page)

Conference call: 541-682-4087

Contact: Mary McGowan, 541-682-3177, MMcGowan@lcog.org

Purpose: The Lane ACT is an advisory body established to provide a forum for stakeholders to collaborate on transportation issues affecting Lane County (Region 2, Area 5) and to strengthen state and local partnerships in transportation.

A G E N D A

- 1. CALL TO ORDER (Welcome and Introductions) *Quorum=20* 5:30 p.m.**
- 2. REVIEW AGENDA – ADDITIONS or DELETIONS**
- 3. CONSENT CALENDAR**
The following items are considered routine by the LaneACT and will be enacted in one action by consensus. There will be no separate discussion of these items. If discussion is desired, that item will be removed from the Consent Calendar and will be considered separately.
 - a. Approve Minutes (January 8, 2014)
- 4. COMMENTS FROM THE AUDIENCE 5:40 p.m.**
Anyone wishing to provide a general comment about the LaneACT must sign up on the Public Comment sheet provided at the meeting.
- 5. 2015-2018 Draft STIP Public Hearing (attachment) 5:45 p.m.**
Anyone wishing to provide public comment about the 2015-2018 Draft STIP must sign up on the Public Comment sheet provided at the meeting. The LaneACT Chair will limit comments to 3 minutes per individual.
Action Requested: Open public comment period, information and discussion.
Objective: Conduct Public Hearing.
- 6. Appreciation Letters 5:55 p.m.**
Action requested: None.
Objective: Express appreciation of service to LaneACT.
Presenter: Hillary Wiley, LaneACT Chair
- 7. STIP Survey and Report (attachment) 6:00 p.m.**
Location is wheelchair accessible (WCA).
American Sign Language (ASL) interpretation is available with 48 hours notice.

Action Requested: None. Information only.

Objective: Receive update on FY15-18 STIP enhance survey results

Presenter: Anne Russett, ODOT

8. **ConnectOregon V** (attachment) **6:30 p.m.**
Action Requested: Information only overview of applications received, reviewer process, and next steps.
Objective: Prepare for the prioritization about the upcoming Connect Oregon V process and ACT role.
Presenter: Savannah Crawford, ODOT
9. **Recruitment Process Review** (attachment) **7:00 p.m.**
Action Requested: Receive status overview of LaneACT membership and recruitment needs.
Objective: Develop recruitment process to fill member vacancies.
Presenter: Mary McGowan, LCOG
10. **Bylaw Review Update** **7:10 p.m.**
Action Requested: None. Information only.
Presenter: Mary McGowan, LCOG
11. **ANNOUNCEMENTS AND INFO SHARING** (*please be brief*) **7:15 p.m.**
a. ODOT Update
b. Metropolitan Policy Committee Update (attachment)
9. **WHAT IS COMING UP** **7:25 p.m.**
a. Connect Oregon V Prioritization
b. Feedback on the 2014-2015 Calendar

NEXT MEETINGS

PLEASE NOTE: You may join any of the following meetings by conference call at 541-682-4087.

- Steering Committee – March 20, 2014, 4:00 to 5:00 pm, ODOT Conference Rm.
- **LaneACT – April 9, 2014, 5:30 to 8:30 pm, ODOT McLane Room**
- Steering Committee – April 17, 2014, 4:00 to 5:00 pm, ODOT Conference Rm.
- **LaneACT – May 14, 2014, 5:30 pm to 7:30 pm, ODOT McLane Room**
- Steering Committee – May 15, 2014, 4:00 to 5:00 pm, ODOT Conference Rm.

OTHER INFO-ONLY ATTACHMENTS

- 2014 LaneACT Calendar
- Monthly Attendance Report
- Membership List (*March 1, 2014*)

LaneACT will post meeting materials on its webpage at www.LaneACT.org prior to each meeting. To be included on the e-mail notification list, please contact Mary McGowan at 541-682-3177, MMcGowan@lcog.org or Kim Hascall at 541-682-4491, khascall@lcog.org.

Location is wheelchair accessible (WCA).

American Sign Language (ASL) interpretation is available with 48 hours notice.

GETTING THERE:

ODOT Area 5: Located at 644 A Street between 6th and 7th Streets, next to Springfield City Hall.

Bus: Take the bus to the LTD Springfield Station. From there walk two blocks north to A Street then two blocks east to 6th Street.

Bicycle Parking: There are bicycle racks in front and additional racks at Springfield City Hall.

Auto Parking: There is free two-hour parking along Main Street and most surrounding streets.



Location is wheelchair accessible (WCA).

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MINUTES

Lane Area Commission on Transportation (LaneACT)
McLane Room
Oregon Department of Transportation, Area 5
644 A Street, Springfield, OR 97477

January 8, 2013
5:30 p.m.

- PRESENT:** Jerry Behney, Coburg
Thomas Munroe, Cottage Grove
Dave Stram, Creswell
Maurice Sanders, Dunes City
Rob Inerfeld for Kitty Piercy, Eugene
Jacque Betz, Florence (via teleconference)
Jim Leach, Junction City
Les Biggerstaff, Oakridge
Jerry Shorey, Oakridge
Hillary Wylie, Springfield, *Chair*
Ric Ingham, Veneta
Rob DeHappert, Westfir
Lydia McKinney for Sid Leiken, Lane County
Jeff Stump, Confederated Tribes (via teleconference)
Bob Forsythe, Port of Siuslaw
Michael Dubick, Lane Transit District (LTD)
Frannie Brindle, Oregon Department of Transportation (ODOT)
Paul Thompson, Central Lane Metropolitan Planning Organization (MPO)
Charles Tannenbaum, Highway 126 East
John Anderson, Lane County Roads Advisory Committee
Martin Callery, Rail Designated Stakeholder
Bill McCoy, Trucking Designated Stakeholder
Mia Nelson, Environmental Land Use Designated Stakeholder
George Grier, Other Stakeholder, *Vice Chair*
Jennifer Jordan, Other Stakeholder
Gary McNeel, Other Stakeholder
Eugene Organ, Other Stakeholder
Ryan Papé, Other Stakeholder
- ABSENT:** Lowell; Emily Swenson, Bicyclist and Pedestrian Designated Stakeholder;
and Timothy Doll, Other Stakeholder.
- OTHERS:** Savannah Crawford, Jae Pudewell, ODOT; Andrea Hamberg, Oregon
Health Authority; Shasha Luftig, LTD; Karen Leach, Junction City; Mary
McGowan, Kathi Wiederhold, Lane Council of Governments (LCOG);
Jackie Mikalonis, Oregon Cascades West COG; and Scott McNeel, public.

1. Call to Order (Welcome and Introductions)

Chair Wylie called the meeting of the Lane Area Commission on Transportation (LaneACT) to order at 5:31 p.m. Members introduced themselves.

2. Review Agenda – Additions or Deletions

There were no additions or deletions to the agenda.

3. Consent Calendar

A. Approve Minutes (November 13, 2013)

Consensus: The November 13, 2013 minutes were approved as submitted.

4. Comments from the Audience

Members of the audience introduced themselves. No one addressed the committee.

Michael Dubick joined the meeting at 5:35 p.m.

5. Transportation and Health

Ms. Brindle reviewed past efforts of collaboration between ODOT and the Oregon Health Authority. She referenced the material in the agenda packet, including the agencies' Memorandum of Understanding, and LaneACT's previous decision to conduct targeted outreach for a professional from the public health field to fill an Other Stakeholder position (now held by Jennifer Jordan). Ms. Brindle introduced Andrea Hamberg, Health Impact Assessment Coordinator and Climate and Data Coordinator, Center for Health, Oregon Health Authority.

Maurice Sanders arrived at the meeting at 5:39 p.m.

Ms. Hamberg gave a power point presentation entitled, *Transportation + Health*. She outlined four key areas where transportation and health interests overlapped: access to hospitals and medical professionals; collisions; air quality; and physical activity/obesity. In 2013, of the 314 collision fatalities in Oregon, 32 were in Lane County. Six were pedestrians and two were bicyclists, the frequency of which was disproportionately high to the use of the mode. Collisions were the leading cause of death for young Oregonians (age 5-24). Ms. Hamberg stressed feeling safe was a key factor in people deciding whether or not to bike or walk. Traffic pollutants contributed to poorer air quality. Low income communities were more likely to be located in proximity to high traffic areas,

resulting in an equity issue. Obesity was a major health issue throughout the State. The link to the built environment, including transportation alternatives, was highlighted. Ms. Hamberg illustrated the costs of poor health, both direct expenditures and indirect costs (e.g., absenteeism). She emphasized the risk of obesity increased by six percent with every additional hour spent in a car. Ms. Hamberg asserted walkable/bikeable communities resulted in a more physically active and less obese population, fewer collisions, better air quality, and improved mobility for non-drivers. She encouraged LaneACT members to include a Health Impact Assessment (HIA) when evaluating projects, plans, and policies and described the use of an HIA by Portland Metro. More information was available at the website:

<http://public.health.oregon.gov/HealthyEnvironments/TrackingAssessment/HealthImpactAssessment/Documents/CSCS/Final%20Climate-Smart-Communities-Scenarios-summary.pdf>

Gary McNeel joined the meeting at 6:07 p.m.

When Mr. Papé asked if all single occupancy vehicle accidents were combined into one statistic, regardless of cause (e.g., speeding, aggressive driving), Ms. Hamberg said yes. She noted good design helped mitigate operator errors.

When Mr. Inerfeld queried about driving while impaired incidents, Ms. Hamberg replied that was less of a factor than many expected. Most single vehicle crashes were caused by leaving the road prematurely.

Councilor Sanders noted the risks caused by use of cell phones. He also asked about Emergency Medical Services (EMS) response times statewide, noting faster response time resulted in lower fatalities.

Mr. Organ emphasized transportation for health care was a major public health issue, particularly for those with disabilities residing in rural areas. The problem was exasperated for those not covered by the Oregon Health Plan (OHP) or Medicaid.

Responding to questions from Councilor Biggerstaff, Ms. Hamberg explained how the cost estimates for health care expenditures were made. Ms. Jordan added approximately twenty percent of the State of Oregon Health Department's budget was spent on OHP payments.

Mr. Grier asked about the HIA methodology. Was there a standard? Ms. Hamberg referenced the Society of Practitioners of Health Impact Assessment that has outlined the minimum elements (www.hiasociety.org). Mr. Thompson added the Metropolitan Planning Organization (MPO) planned to use the Integrated Transport and Health Impact Model when analyzing transportation scenarios.

When Ms. Nelson wondered how to capture the savings to the health system from active transportation systems for use in future projects, Ms. Hamberg observed the funding for both came from the same revenues.

6. *ConnectOregonV*

Ms. Crawford reviewed the parameters of the *ConnectOregonV* program. She said nine applications had been submitted to ODOT and were currently under staff review for completeness and eligibility. The staff review was expected to be completed by January 10, 2014, at which time those deemed eligible would be made public. The applications were then to be reviewed by the modal committees and undergo an economic impact assessment. LaneACT had seven weeks in which to rank order the nine applications. She stressed there was to be no discussions about the projects outside of a LaneACT meeting.

Four of the projects were within the MPO boundaries and the Metropolitan Policy Committee (MPC) planned to complete its ranking process prior to the LaneACT undertaking its process. Mr. Thompson clarified the MPC planned for applicant presentations and a public hearing in February and had scheduled the ranking process for the March MPC meeting. Ms. Savannah reminded LaneACT members they needed to honor the MPC relative ranking of projects.

At the April 9, 2014 meeting, LaneACT members would be asked to declare if they had a conflict of interest. Ms. Crawford noted ODOT staff was researching the issue of conflict of interest as applied to elected officials from a jurisdiction from which an application was received. During *ConnectOregon IV*, no elected officials had been required to declare a conflict of interest. She planned to provide the clarification at the April meeting. Mr. Ingham noted the Oregon Ethics Commission determined conflict of interest as a direct financial gain.

Ms. Crawford continued outlining the schedule, including the SuperAct meeting for Region Two and the final review committee (June, 2014). After the final review committee, a prioritized list of applications would be presented to the Oregon Transportation Commission (OTC). LaneACT, described in the agenda material as a Regional Committee, would receive an overview/summary of the applications at the March meeting. The questions before the committee were: Did the committee desire a public input process? Did the committee want presentations from the applicants? Given those decisions, did the committee want to extend the meeting time in April by one hour?

Mr. Dubick advocated for inclusion of a public hearing. He wanted the applicants to be present at the meeting in case LaneACT members had questions, but he did not think an application presentation was necessary given the amount of written material that was to be distributed to the committee. Mr. Ingham, Mr. Papé, and Mr. Thompson concurred.

Ms. Nelson suggested applicants be given the opportunity to clarify or correct any assertions made during the public hearing. Ms. Jordon agreed.

Councilor Wiley summarized the group's thinking on the *ConnectOregonV* process.

Consensus:

- The April LaneACT meeting was scheduled from 5:30 p.m. to 8:30 p.m.

- There would be a 45-minute public hearing devoted to the applications. The chair would adjust the agenda and/or the amount of time given to each speaker depending on how many people wished to address the committee.
- Applicants would be invited to attend in order to answer any questions from LaneACT members or clarify comments made during the public hearing.

7. Elect Steering Committee Members

Councilor Wiley reviewed the bylaws regarding the Steering Committee. It was comprised of the Chair (Councilor Wiley), Vice Chair (Mr. Grier), ODOT Area 5 Manager (Ms. Brindle), and up to five LaneACT members elected. Councilor Wiley discussed the meeting logistics and function.

Five people at the LaneACT meeting volunteered to serve on the Steering Committee.

Consensus: Ms. Betz, Mr. Dubick, Mr. Ingham, Ms. Nelson and Mr. Organ were added to the Steering Committee for 2014.

Responding to Councilor Sanders' reference to the bylaws stating the Steering Committee must be "primary voting members", Ms. Crawford acknowledged the issue was one of the topics to be discussed in the Bylaws Review. For the interim, Ms. Crawford recommended the primary members be listed as the Steering Committee members (i.e., Mayor Xavier in lieu of Ms. Betz and Councilor Cotter in lieu of Mr. Ingham). She said Ms. Betz and Mr. Ingham were still welcome to participate on the Steering Committee.

8. Bylaws Review

Councilor Wiley requested three volunteers, one of whom would serve as Chair, for an adhoc committee to review the bylaws and suggest amendments to the Steering Committee and LaneACT.

Ms. Weiderhold outlined how staff would assist in the process. Ms. Crawford added LaneACT was to give its biennial status report to the OTC in 2014, and any changes to the bylaws should be included in the report.

Three people at the LaneACT meeting volunteered to serve on the Bylaws Review committee, two of which expressed willingness to be the chair.

Consensus: Mr. Dubick, Mr. Ingham, and Councilor Sanders were appointed to the Bylaws Review Committee.

Councilor Wiley requested Councilor Sanders chair the committee.

Mr. Grier suggested the topic of Steering Committee membership be addressed first.

9. Announcements and Info Sharing

Councilor Wiley made the following announcements regarding LaneACT:

- There was no LaneACT meeting scheduled for February.
- Mary McGowan was assuming LCOG staffing responsibilities for LaneACT. Councilor Wiley said Kathi Weiderhold was retiring and thanked for her work.
- Emily Swenson planned to resign from the committee.
- The City of Lowell was working on designating its primary representative.

Councilor Sanders asked if the ODOT facility had WiFi. He requested internet access to power point presentations given during LaneACT meetings. Ms. Brindle said the facility did not have WiFi. Committee staff agreed to provide alternative access to the presentation materials (e.g., include hard copies in the agenda or provide them at the meetings).

Councilor Biggerstaff thanked ODOT staff for their work on a pedestrian crosswalk in Oakridge.

Mayor Stram announced Creswell had a new City Administrator, Michelle Amberg. She would be the alternate LaneACT representative for the City of Creswell.

Mr. Anderson said his company planned to open a compressed natural gas fueling station soon. Any internal combustion engine could be adjusted to use the fuel, which had a lower greenhouse gas emission rate than gasoline.

Mr. Papé thanked Councilor Wiley and Mr. Grier for their willingness to undertake the Chair and Vice Chair responsibilities.

Ms. Brindle reviewed the many accomplishments of LaneACT for 2013.

- We engaged with the process of Enhance It funding for the 2016-18 Statewide Transportation Improvement program (STIP) whereby we selected projects within Lane County and the MPO for \$16M in funding. The projects represented highway, bicycle, and transit modes.
- The Act reviewed project applications, heard public comment and listened to applicant presentations in order to make informed choices of what projects to select and recommend for funding to the OTC. Chair Piercy and Vice Chair attended the Region 2 SuperAct meeting to advocate for the LaneAct priorities and came home with the bacon.
- New jurisdiction members joined the ACT from Creswell, Cottage Grove, Oakridge and Junction City. These members were given an orientation which prepared them for their roles on the ACT.
- We selected new stakeholder positions and seated our designated Environmental and Land Use Stakeholder, Mia Nelson as well as two stakeholders at large, one from the

health sector, Jennifer Jordan, and one representing Airports, Timothy Doll, Director of the Eugene Airport.

- We generated a Needs List of projects for the 2017-20 STIP for Lane County which now totals 38 projects with an estimated cost of \$ 644,720,000
- We heard presentations on:
 - All Roads Transportation Safety System for jurisdictionally blind safety project selection,
 - The Rail Project Work Plan
 - Regional Solutions Center
 - Legislative and Funding update
 - Opportunities to Collaborate with Healthy Communities Coalition
 - ODOT Safety Program and Work Zone Enforcement
- We had a lightning round discussion whereas issues came from members and were later categorized into areas of lack of funding, coordination, safety, intermodal connectivity and alternative modes, and economic development.
- Chair Piercy attended the OTC workshop to discuss future STIP funding and the Enhance It process.
- A Rail Panel Discussion with Hal Gard, ODOT Transit and Rail Division Manager, Representative Nancy Nathanson, and Karman Fore, Governor Kitzhaber's Transportation Policy Advisor ended the year.

10. Next Steps

No additional agenda items for the March 12, 2014 LaneACT meeting were proposed.

The meeting was adjourned at 7:31 p.m.

(Recorded by Beth Bridges)



Lane Area Commission on Transportation

895 Willamette Street, Suite 500, Eugene, Oregon 97401-2910
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Agenda Item 5
15-18 STIP Public Hearing



February 28, 2014

TO: Lane Area Commission on Transportation (LaneACT)

FROM: Savannah Crawford, Sr. Region Planner

SUBJECT: Agenda Item 5: Draft 15-18 STIP Public Hearing

Recommendation: Conduct Public Hearing on Draft 15-18 STIP.

Background

The Draft 15-18 Statewide Transportation Improvement Program (STIP) process began in February 2012. This is the first STIP that is divided in two broad categories: *Fix-it* and *Enhance*. The primary objective of this change is to enable ODOT to take care of the existing transportation assets while still providing a measure of funding to enhance the state and local transportation system in a truly multimodal way. The Region 2 funding amounts in each category are:

- Fix-It - Approximately \$92M and is divided into three broad categories:
 - Preservation: \$53.7M
 - Operations: \$15.5M
 - Safety: \$22.7M
- Enhance - Approximately \$57.7M

In late 2013 ODOT and the ACTs completed the project scoping and selection process for inclusion in the Draft STIP, which was subsequently approved by the OTC in January 2014. The public comment period is now open and extends through March.

Discussion

At the March meeting, the LaneACT will conduct a public hearing on the Draft 15-18 STIP. Public testimony will be submitted to the ODOT STIP Coordinator following the LaneACT meeting. Next steps in STIP approval process:

- April 2014: Public comments reviewed by OTC, ACT's, MPO's and Regions
- August 2014: Air quality conformity determinations and modeling complete
- September 2014: Final STIP review by ACT's, MPO's and other stakeholders
- December 2014: Final STIP approval by OTC
- February 2015: USDOT approval of Final STIP



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Agenda Item 7
15-18 STIP Survey



February 28, 2014

TO: Lane Area Commission on Transportation (LaneACT)

FROM: Savannah Crawford, Sr. Region Planner

SUBJECT: Agenda Item 7: STIP Survey Report

Recommendation: None. Information Only.

Background

The 15-18 Statewide Transportation Improvement Program (STIP) was developed using a new process called 'Enhance' and 'Fix-it' which combined most funding buckets within these two categories. The Area Commissions on Transportation were requested by the Oregon Transportation Commission (OTC) to recommend projects for the 'Enhance' program based upon a competitive application process. 'Fix-it' projects were selected based upon database systems and specific committees which identify specific maintenance/safety/operational needs for the highway system. The Draft STIP is currently open for public review and comment.

After completion of ACT priority recommendations to the OTC, ODOT conducted a statewide survey to determine how well the process worked and what could be improved. Anne Russet, ODOT Planner, will discuss the survey results to the LaneACT.

Attachments

- 1) Executive Summary**
- 2) Interview Summary**
- 3) Online Survey Summary**

Oregon Department of Transportation

2015-2018 STIP Enhance Process Evaluation

*Executive Summary: Post Application Interviews and Online
Survey Results*

by JLA Public Involvement
9/12/2013



I. Introduction

1) Background and Purpose of the Evaluation

The Oregon Department of Transportation (ODOT) implemented a new project selection process for the 2015-2018 Statewide Transportation Improvement Program (STIP) cycle. This process responded to: 1) a growing interest among ODOT's stakeholders and partners in breaking down the funding "silos" to allow a more flexible and holistic approach to funding transportation improvements; 2) changes in federal funding requirements with the Moving Ahead for Progress in the 21st Century (MAP-21) legislation; 3) an overall decreasing amount of funding for transportation; and 4) an interest in strengthening the role of ODOT's local partners in identifying priorities for transportation improvements of statewide and regional importance in their areas.

For the 2015-2018 STIP cycle, several previously separate funds and application procedures were combined to create the STIP Enhance funding process. In order to evaluate the process, ODOT asked JLA Public Involvement to conduct interviews with individuals who played a key role in the project review and selection process. JLA also administered an online survey of STIP Enhance program applicants and application reviewers. The survey and interviews were meant to assess how well the project selection process worked, how the process could be improved, and whether participants believed this approach should be continued. The results of the survey and interviews will be used by the Oregon Transportation Commission (OTC) to help refine and improve the next STIP project selection process. This document summarizes the results of the interviews and survey.

The survey and interviews were designed to assist with a qualitative assessment of the Enhance process; neither was structured to provide statistically significant results. Please note that all graphs in this summary represent responses provided by survey respondents only, not by interviewees. Also, for simplicity, general references to Area Commissions on Transportation (ACTs) throughout these reports include Region 1's STIP Selection Committee.

2) Survey and Interview Participants

JLA interviewed 36 leaders of the STIP Enhance review process. Interviewees included the chairs of each of the ACTs and the two statewide review committees, ODOT region managers, and other key Enhance process management staff. The online survey was completed by 146 people. This included 99 people who applied for STIP Enhance funds, and 84 people who reviewed applications. Survey respondents included ACT members, applicants, statewide review committee members, and ODOT staff; Region 2 represented the largest number of respondents, and Region 1 represented the smallest.

3) Major Outcomes

There were generally positive perceptions about the potential of the new process.

Although there were strong exceptions and a number of recommendations for improving the process, most interviewees and survey respondents believed that the Enhance process provides the potential of improving the project selection process. The primary concern expressed by those opposed was that the state's responsibility for the statewide and regional systems would be neglected and that the funds intended for those priorities would be diverted to local projects.

The lack of specific project selection criteria was a key issue throughout the evaluation. While many participants were neutral about this, and some supported it, this approach was a major concern for a significant number of survey respondents and interviewees. Based on comments, it appears that the primary concern was less about the need for a specific set of rigid criteria than for a common understanding of what reviewers would be looking for so that applicants could know whether and how to present their projects, and to ensure that the ACT project selection process would be transparent, defensible and not politicized.

II. Interviews – Key Findings

The interviews were conducted throughout July 2013, when the ACTs had finalized their 150% list of projects, but before they completed their recommended 100% list. Most ACT chairs were interviewed following the July OTC workshop. The Interviews Summary Report presents more complete information, but following are the key findings:

1) Wide variation in process

While the same principles guided the process throughout the state, there was a wide variation in how the STIP Enhance process was conducted by the various committees and groups. Key differences included how applications were reviewed, the role of ODOT and other agency staff, the use of the benefits and additional criteria in the review, and the emphasis on statewide and regional significance.

2) Support for continuing the Enhance Process

The ACT interviewees overwhelmingly (but not universally) supported this process as an appropriate path, with some major to minor adjustments. ODOT region staff and the statewide review committees were more divided; some felt the current process could only lead to degradation of the state system and statewide priorities, while others felt it created great opportunities to develop stronger local partners and/or a more integrated system.

3) Optimism for the future but mixed perspectives on the success of this round

While most interviewees were optimistic about the overall potential of the process, perspectives were very mixed about how the process—as it stands—could improve or degrade the variety and/or quality of projects.

4) Mixed perspectives on the need for criteria

The call for a common set of project review and selection criteria appeared to be driven by two primary factors: 1) a lack of faith that the OTC would not ultimately follow unwritten criteria; and 2) the role of statewide or regional significance needed to be better characterized. The benefits appeared to have been seen as criteria by applicants who tried to address all benefit areas.

5) Lack of funding and time

The limited amount of funding was the most universally mentioned challenge to improving the quality and variety of projects. Many interviewees also cited the lack of time—particularly time to prepare for the new process—as a challenge specific to this round.

6) Statewide and regional needs versus local needs

While most ACT chairs did not believe their group had made choices on a political basis, a number of interviewees cautioned that this more local-based process presents a strong potential for politicizing the selection of projects rather than focusing on the best projects overall. A number of interviewees expressed a concern that if this process continues, there needs to be clear guidance on how to support the statewide and regional system.

7) Unclear role of the statewide review committees

The role of the statewide review committees was unclear to the ACTs and to the statewide review committees, and timing of their input resulted in little influence on the ACTs' deliberations.

8) Praise for ODOT and peers

Nearly all chairs had high praise for the ODOT staff that supported their efforts and expressed a high level of confidence in the combined judgment of their peers on the groups they chaired.

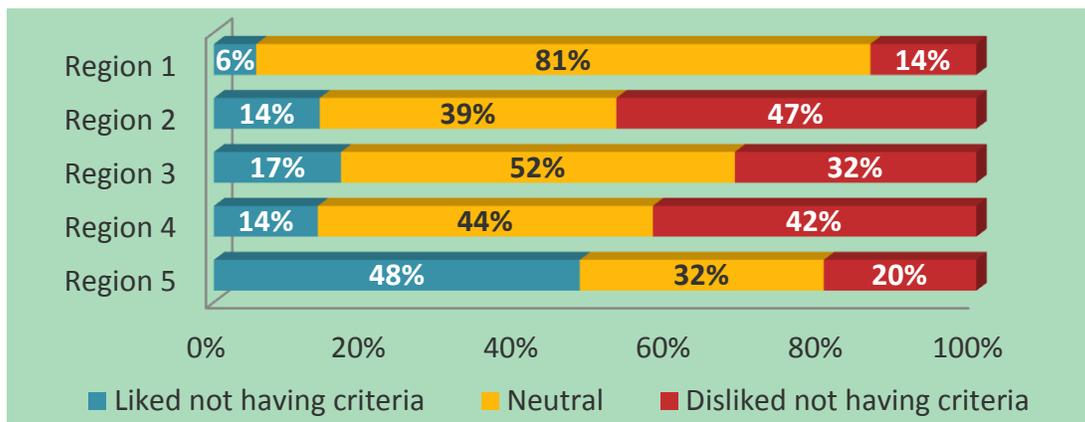
III. Survey – Key Findings

1) Feedback From All Respondents (Reviewers And Applicants)

Mixed reactions to the lack of review criteria. Applicants and reviewers across the regions had different responses to the lack of criteria for review of applications. Many applicants

commented that the OTC guidance did not provide enough direction on how applications would be judged. They were concerned that ACTs would be too subjective in scoring. Reviewers struggled with a lack of guidance on how to score projects across different modes. Those who liked not having criteria appreciated that the new process focuses on values.

How did you feel about not having specific review criteria?

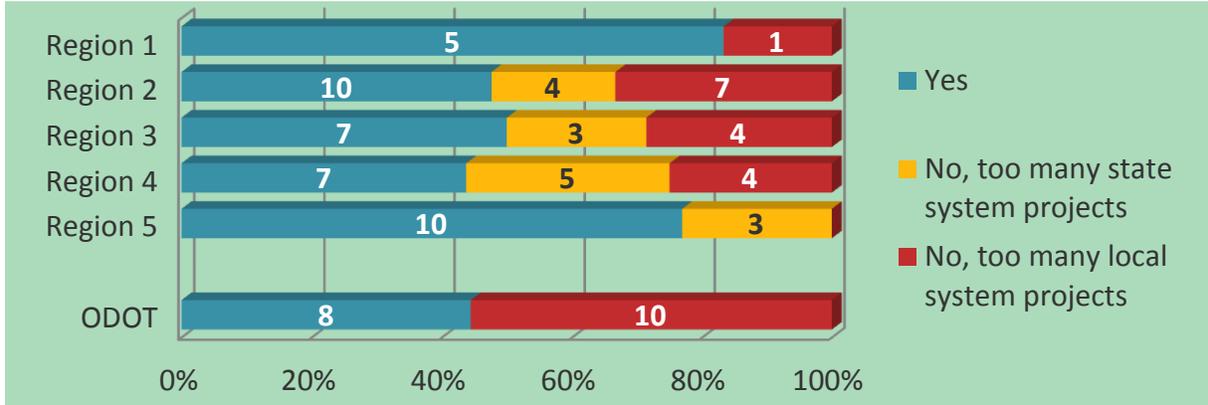


Generally positive that this process will improve projects selected. The majority of survey respondents felt that the Enhance process will improve the projects selected for funding in the STIP. Reviewers from ODOT had the most concern about the pool of projects selected, particularly the amount of projects of statewide significance.

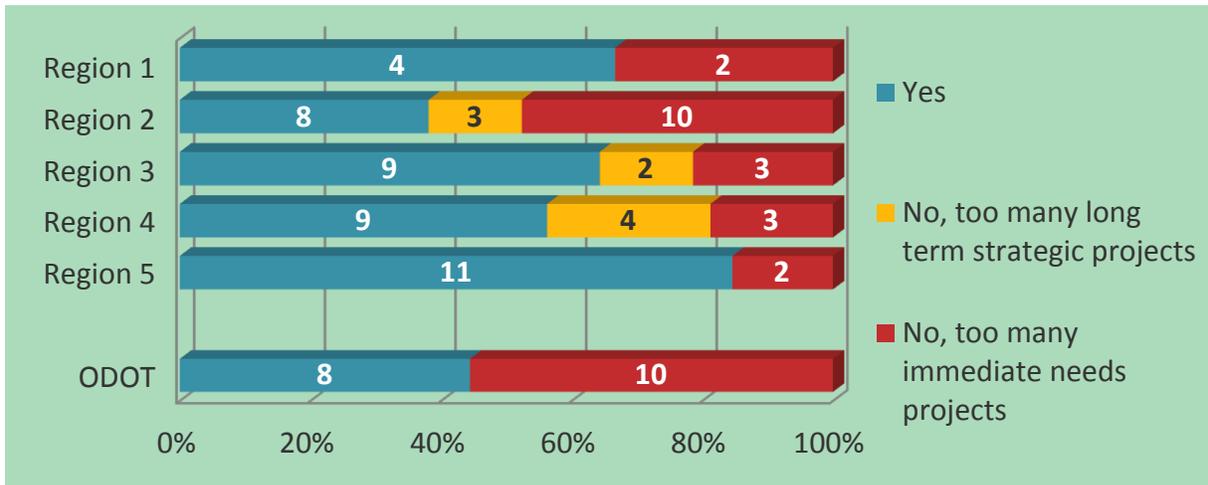
2) Reviewer Feedback

Concern about mix of projects. Many statewide review committee participants and ODOT staff were concerned that the process would result in too few projects of statewide significance. There were several suggestions to set aside specific funds for projects of statewide significance to solve bigger transportation issues. Reviewers in Regions 2, 4, and 5 commented that small bicycle and pedestrian projects were overrepresented in the project mix.

Do you feel that the right mixture of state system vs. local system projects is likely to come out of the STIP Enhance process?



Do you feel that the right mixture of long term strategic projects vs. projects that address immediate needs is likely to come out of the STIP Enhance process?



Difficulty prioritizing projects at the Super ACT (a region’s ACTs together) and statewide review committee level. ODOT reviewers and members of statewide review committees commented that they found it difficult to review and prioritize applications that were not reviewed using the same criteria and principles. Some participants also cited the lack sufficient local knowledge to be able to discuss projects from different ACT areas.

3) Applicant Feedback

Different levels of understanding of what to do with the application. Applicants generally felt that the amount of effort required to fill out the application was appropriate, that application questions were easy to understand, and that they knew what was expected of them to effectively present their project. Applicants in Regions 3 and 4 seemed to struggle most with

the application and expectations. Their main concern was a lack of criteria and not knowing what reviewers would be looking for.

Difficulty with addressing project benefits. Many applicants struggled with the project benefits section of the application because they felt compelled to speak to all project benefits. As a result, reviewers struggled with identifying the key benefits of an application.

Concern that higher-level committees would trump the ACTs. Many applicants and ACT review members questioned whether separate priorities of the statewide review committees and/or politicization of the Super ACTs would invalidate the work of the local ACTs.

Good communication from ODOT. Applicants said that the assistance they received from ODOT was very helpful. Many survey respondents said that ODOT's technical assistance was vital, particularly for rural regions and those with less technical capabilities.

Some concern about turning away from separate "pots" of funding. Many survey respondents struggled with the new process that lumps together previously separate funding streams and requires different project types to compete together.

Not enough opportunity for partnership and collaboration. Some funding applicants felt there was not enough time or ability to partner with different jurisdictions to submit joint proposals. They suggested that the process encourage or facilitate partnerships between jurisdictions to apply together for combined funding of projects to provide joint transportation solutions.

IV. Recommendations for Next Steps

The OTC and ODOT management are now preparing to initiate the process for the next STIP cycle. This section does not provide recommendations for specific changes to the process—JLA recognizes that the OTC and ODOT management have many factors to consider when establishing project selection processes. Rather, these recommendations address process steps that JLA believes would be appropriate and responsive in addressing the challenges identified through this evaluation.

1) Reconvene the STIP stakeholder advisory committee

The diversity of interests that have historically been represented on this group will continue to provide for the balance, context and experience that has influenced the evolution of ODOT's focus on an integrated, multi-modal system.

2) Establish a clear set of questions for the stakeholder deliberation process

Many of the issues and challenges identified through the interviews and online survey would benefit from a robust public discussion. With the STIP stakeholder advisory committee in place, ODOT should provide the committee with a clear charge to discuss the following issues: guidance for determining projects of statewide significance; what level of consistency in process is needed statewide or within regions; how to ensure transparency and accountability of decision making while retaining flexibility to adapt to the unique needs and dynamics of each area; etc. However, it is critical that the OTC and ODOT provide very clear guidance on which issues are open for discussion and which decisions have already been made.

3) Increase deliberation with and among ACTs

Given the elevated role of the ACTs in the Enhance process, it is critical that the leadership of the ACTs have a deep understanding of and commitment to the intent, principles, roles and steps of the process. This comes not just from direct ODOT and OTC communication with the individual ACTs, but with involvement in statewide discussions. The benefit to the individual ACT processes was evident in the interviews with ACTs that had key members who had been directly involved in ODOT statewide policy groups and through the responses of ACT chairs who had participated in the July OTC workshop.

4) Identify the issues that will be addressed by the OTC and ODOT

The stakeholder deliberation process needs clear policy parameters. For instance, while the OTC may choose to engage stakeholders on the process for identifying and selecting projects of statewide and/or regional significance, any OTC expectations for these projects need to be clearly established and communicated. Similarly, the relationship of the ACTs' Enhance project list to other Enhance funds (such as this cycle's 20%), and the role of the statewide review committees will need to be clarified.

In summary, the 2015-2018 STIP Enhance Process was seen as a major step toward a more inclusive project selection process that has the potential of moving Oregon further toward its goals of developing a more integrated and multimodal transportation system. Interviewees and online survey respondents raised a number of concerns, issues and suggestions for improving the process while acknowledging that, in principle, the process was a step in the right direction.

Oregon Department of Transportation

2015-2018 STIP Enhance Process Evaluation

Interviews Summary

by JLA Public Involvement
9/12/2013



I. Introduction

The Oregon Department of Transportation (ODOT) implemented a new project selection process for the 2015-2018 Statewide Transportation Improvement Program (STIP) cycle. This process responded to: 1) a growing interest among ODOT's stakeholders and partners in breaking down the funding "silos" in order to allow a more flexible and holistic approach to funding transportation improvements; 2) changes in federal funding requirements with the Moving Ahead for Progress in the 21st Century (MAP-21) legislation; 3) a decreasing amount of funding for transportation; and 4) an interest in strengthening the role of ODOT's local partners in the identification of priorities for transportation improvements of statewide and regional importance in their areas.

For the 2015-2018 STIP cycle, several previously separate funds were combined to create the STIP Enhance funding process. In order to evaluate the process, ODOT asked JLA Public Involvement to conduct interviews with individuals who played a key role in the project review and selection process.

A total of 36 individuals were interviewed (see Section IV: Interviewees). These included each ODOT region manager, most area managers and/or planners responsible for guiding the process in their areas, the chairs of the Area Commissions on Transportation (ACTs), the chair of the Region 1 STIP Selection Committee, and the chairs of the statewide review committees (the Oregon Freight Advisory Committee (OFAC), and the joint Oregon Bicycle and Pedestrian Advisory Committee (OBPAC) and the Transportation Enhancement (TE) Committee). Nearly all the interviews were conducted in person.

Specifically, these interviews were meant to assess how well the project selection process worked, how the process could be improved, and whether interviewees believed this approach should be continued. The interviews were held throughout July 2013. Most of the interviews of the ACT chairs were scheduled to occur after the July 17th workshop with the Oregon Transportation Commission (OTC). All areas had completed their 150% list of projects prior to the interviews; none of the areas had officially finalized the recommended 100% list of projects.

This document summarizes the results of those interviews. Note: In the following discussion, references to ACTs include the Region 1 STIP Project Selection Committee.

II. Summary of Major Messages

- While the same principles guided the process throughout the state, there was a wide variation in how the STIP Enhance process was conducted by the various committees and groups.
- The ACT interviewees overwhelmingly (but not universally) supported this process as an appropriate path, with some major to minor adjustments. ODOT Region staff and the statewide review committees were more divided; some felt the current process could only lead to degradation of the state system and statewide priorities, while others felt it created great opportunities to develop stronger local partners and/or a more integrated system.
- Perspectives were very mixed about how this process could improve or degrade the variety and/or quality of projects.
- The call for a common set of project review and selection criteria appeared to be driven by two primary factors: 1) a lack of faith that the OTC would not ultimately follow unwritten criteria; and 2) the role of statewide or regional significance needed to be better characterized.
- The most commonly stated problems with the process were:
 - The limited amount of funding
 - The lack of time – primarily for local jurisdictions and the ACTs to strategize in order to submit applications for the best projects with this new approach to funding
 - The potential for politicizing the selection of projects
- The role of the statewide review committees was unclear to the ACTs and to the statewide review committees, and timing of their input resulted in little influence on the ACTs' deliberations.
- Nearly all chairs had high praise for their ODOT staff and expressed a high level of confidence in the combined judgment of their peers on the groups they chaired.

III. Summary by Question

1) *Critical Context*

Question: *What was the process your group followed, and what was your role in the STIP Enhance project selection process?*

The process steps and roles for collecting, reviewing and assessing applications and for selecting projects varied widely not only from region to region, but within regions from area to area.

In a few cases, the differences appeared to stem from different interpretations of the charge, but for the most part these differences appeared to respond to the unique dynamics, resources, needs, and culture of each group or area.

Common practices:

- **Presentations.** Many of the ACTs provided an opportunity for applicants to present their proposals. These presentations were considered at least as helpful, if not more so, than the written applications.
- **Three tiers of projects.** Although each ACT developed their own approach for winnowing the list of projects down to their 150% list and then their 100% list, most ACTs appeared to have independently settled on a similar process of separating the projects into three groups: 1) most important; 2) projects that they would like to see advanced, if possible; and 3) lower priority projects. Most groups were able to include all of their first tier and part, if not all, of their second tier in their 150% list of projects.
- **Proactive communication from ODOT.** In almost all cases the group chair praised the ODOT staff that supported their work. They noted that staff had proactively sought to inform their group about the new process, had worked hard to encourage local jurisdictions to participate, and provided ongoing support to the group and to the applicants.
- **High level of agreement.** Most area interviewees noted that their ACT did not struggle very hard to come to agreement on their 150% list of projects, and did not feel the group would have a very difficult time agreeing on a 100% list.

Variations:

- **Review of applications.** Some of the ACTs formed a subcommittee or technical advisory committee to review all of the applications and/or to listen to presentations and then present recommendations to the full ACT. For several ACTs, each member reviewed every full application. A few ACTs assigned ODOT staff the responsibility of reviewing the applications and presenting findings and/or recommendations on the projects. The two statewide review committees received summary matrices of the projects on the 150% lists. Both groups limited their recommendations to the projects that they most clearly could identify addressed their areas of responsibility. The combined TE/OBPAC group conducted their review by splitting into two subgroups, each of which reviewed half of the projects.
- **Criteria and benefits.** There was a fair amount of angst over the lack of criteria (see Question #8), and while most chairs acknowledged that they eventually understood that a project only needed to meet one of the benefit areas, it was clear that a number of the groups wrestled with how to use the benefits. Some groups established specific criteria for their own use, such as: freight movement, last-dollar-in (i.e. does the

proposal complete a project or system), and legacy (projects that have been high on the area's priority list for a long time). At least one ACT used the benefits as criteria, rating how well each project met each benefit, and selecting projects based on how well and how many benefits the projects met.

- **Emphasis on the statewide system.** The benefit to the state system was interpreted and considered to varying degrees by the different ACTs and committees, but most groups understood it to be just one benefit among others. ODOT staff from each region pointed out that they supported the ACTs while providing them a high level of autonomy. While Region 3 staff echoed this latter point, they also noted that they had stressed to the ACTs from the beginning and throughout the process that the funds that had previously been used for the state system were now the primary part of the Enhance funds; they asked the ACTs to please take this into consideration when setting their priorities. They also worked with their internal staff to ensure ODOT had compelling applications for the ACTs. Possibly as a result, the ACT chairs and Region 3 staff expressed a higher level of confidence that they had appropriately addressed state and regional system needs. (It should be noted that the chairs of both Region 3 ACTs have a long history of serving on statewide policy groups for ODOT.)
- **Statewide Review Committees input.** The set of comments from the statewide review committees was handled somewhat differently in the different ACTs. Some ACT chairs had reviewed the comments with their full membership. Some ACT members were unsure of whether they had seen the comments from the statewide review committees. And several ACTs were not planning on introducing the comments until they met to reduce the list from 150 percent to 100 percent.
- **Level of reliance on ODOT.** While all ACT chairs expressed high regard for their area's ODOT staff, some ACT chairs, particularly those in Regions 4 and 5, stressed that they need to rely heavily on ODOT staff not only for support, but for analysis and recommendations. Given the volunteer nature of their responsibilities, the long distances, and the broad range of responsibilities, these local jurisdictions have developed strong, trusting partnerships with ODOT in order to achieve their mutual goals. Conversely, a number of chairs from other regions expressed gratitude for the hands-off nature of ODOT participation and support.

2) Projects

Question: Do you think that the Enhance process helped improve the quality and variety of projects considered for funding in the STIP [along with the other former programs now included in the Enhance funds]? Why or why not?

Many interviewees—including most ACT chairs—were optimistic that the Enhance process holds the promise of improving the variety and quality of projects in the future; however, most believed that this particular pool of projects was not significantly improved over the past. Some believed that without major changes, this approach would ultimately degrade the transportation system due to the lack of focus on the regional and statewide system.

For the first few interviews, the question only referred to the quality and variety of projects funded through the traditional STIP modernization process, and respondents confirmed that this process resulted in greater variety, given the number of bicycle and pedestrian projects. However, several people noted that the comparison was unfair without considering the other “pots” of funding now included in the STIP Enhance process, so the question was expanded. After expanding the question, a few still agreed there was greater variety, but most interviewees generally felt there was little additional overall variety. A few suggested that with the preponderance of smaller local projects and the lack of state system projects resulting from the 2015-2018 process, there may be less variety. Similarly, most interviewees did not feel that this round of the STIP Enhance process produced projects of a higher quality than past rounds.

The primary reasons stated for this were:

- The small amount of funds available restricted the types of projects that could be funded.
- The short notice for the change in process resulted in turning to smaller projects that were “already on the shelf,” which included a number of smaller local projects. Many interviewees felt that as the local jurisdictions, ACTs and ODOT look toward future STIP cycles, they will be able to more strategically plan and coordinate projects.
- The process was new. Despite admittedly strong outreach by ODOT staff, interviewees felt that applicants and reviewers were often unclear, skeptical and/or confused about the objectives of the new process. Several cited “mixed messages” from the OTC. Many felt that with time, experience, and “proof” (evidence that ODOT management and the OTC would accept the recommendations of the ACTs), the pool of projects could improve.
- There was a lack of clarity about, or understanding of, how to define regional and/or statewide significance and what role it should play in the selection of projects.
- The motive to spread the benefits within an area was cited as a key driver by both supporters and detractors of the process. With the ACTs playing the major role in project selection, many feared the process was too politically driven. Most ACT chairs stressed that their members are committed to looking beyond their own jurisdictional boundaries and finding the best projects overall; however, many did refer to a need to provide benefits to more of their member jurisdictions.

Many interviewees qualified their answer to this question with the caution that the process was not yet complete.

3) Conversation by Mode vs. Best Overall Projects

Question: *Do you think that the Enhance process was effective in helping change the conversation from projects by mode to finding the best projects overall? Why or why not?*

While a few ACT chairs emphasized that their ACT was a seasoned group that already had successfully transitioned to a multimodal outlook, most interviewees felt that the process did advance a more holistic, multimodal consideration of projects. However, while bicycle, pedestrian and local transportation enhancement projects appeared to have fared well in this round of the STIP, several ACT chairs and statewide review committee chairs expressed concern that the combination of funds may put funding for these and other alternative transportation modes at risk in the future. While nearly all ACT chairs acknowledged the value of a multimodal approach for most areas, several ACT chairs from frontier rural counties noted that their primary struggle was with just preserving their lifelines of existing roads. Conversely, Region 1 staff noted that while this process had placed a spotlight on their multimodal efforts, the region and its partners have a strong history of working to achieve multimodal objectives with all their projects, and that this STIP cycle for their region had instead focused on smaller local projects to the exclusion of the projects of regional significance that could only be funded through the STIP.

4) Reviewers' Expertise and Support

Question: *Do you think that your review committee had the right people, expertise, and resources to undertake the review of Enhance applications? If not, what would you have changed or added?*

Most committee chairs—area and statewide—and most region staff answered this question with a confident “yes.” Most expressed a high level of confidence in the effectiveness of their respective review committees, as well as their members’ judgment, ability to look beyond their own interests and borders, and understanding of modes.

Regarding additions of other modal representatives to the ACTs, many chairs noted that the new members had added to the conversation. Some mentioned that the other modes had already been part of the conversation; they just had not officially been at the table. Several noted that the newer members, while welcomed, had not yet learned how to look beyond their own area of advocacy, but the chairs felt this would come in time, as it had for the jurisdictional representatives. Several chairs noted that the jurisdictional representatives were already knowledgeable about and committed to multimodal planning due to their individual

responsibilities for their respective jurisdictions' transportation system plans; one ACT chose therefore to place the new modal representatives on the technical advisory committee rather than the ACT itself.

Trucking was specifically mentioned most often when interviewees discussed what additional representation would benefit their ACT. Several noted that while trucking is represented on statewide policy committees, it is difficult to engage that perspective at the regional and local level; thus, proposals are developed at the local level that are challenged in Salem.

The committee chairs noted that ODOT staff and local technical staff were an essential part of their process and worked to secure the groups, resources and information they needed to complete their reviews.

5) *Statewide review committees*

Question: What are your thoughts on the role of the statewide review committees? Did the statewide review committees' comments come at the right time? Did the statewide review committees' comments affect your review process?

This was an area that most interviewees acknowledged was very problematic.

a) Perspectives of the chairs of the statewide review committees

Representatives of the statewide review committees that had, through their past work, developed clear principles and policies for identifying priority projects from a statewide perspective found it difficult to assess the value of many of the projects. The challenges they cited included: the sheer number of projects to review, the amount of time in which to complete the review, and the summary information they were given on the projects. The OFAC chair and vice chair particularly emphasized that without local knowledge and/or more information, their committee was not able to adequately assess the benefits or impacts to freight for most of the projects.

The OBPAC current and incoming chairs noted that, given the nature of the application, many applicants indicated their project had many benefits, including bicycle and pedestrian benefits, so it was difficult to assess which were genuinely and primarily bicycle and pedestrian projects. The respective chairs of the joint meetings of the OBPAC and the Transportation Enhancement Committee also noted that their statewide review committees were familiar with many of the projects from past applications and expressed concern that projects that ranked low on a statewide level had ranked high at a local level and vice versa. These chairs were pleased with the success of so many bicycle and pedestrian and transportation enhancement projects, but suggested there should be clear criteria for prioritizing these projects. In other words, there

needed to be a clear way to ensure that these types of projects were selected based on regional or statewide benefit, distinct from a project that should be funded with local funds.

All the statewide review committee chairs suggested that the applications be modified to provide information that could help the committees better assess their value related to the issues these committees were charged to address. They noted that their ODOT support staff had been very helpful and that, with more time for preparation, the staff could help the committees by conducting a preliminary review based on specific factors or criteria.

These chairs faced a dilemma when asked about the best timing for their review and input: they acknowledged that it would require an enormous effort to review all the original applications before the ACTs selected their 150% lists; however, the chairs also recognized that once the 150% lists were adopted, most ACTs would have already established priorities and would be unlikely to change much based on the statewide review committees' input.

b) Perspectives of the ACT chairs and ODOT region staff

ACT chairs generally acknowledged that the review of the statewide review committees had little to no effect, and, in a couple of cases, offended the ACTs. As noted under Question 1, a number of the groups had not yet seen the comments from the statewide review committees, but noted that once the group had developed their 150% list, their priorities were pretty well understood and unlikely to change.

With only one exception, the ACT chairs and ODOT staff stated that in order to affect the project selection, the statewide review committees would need to provide input sooner in the process. Recognizing this would be difficult to do given the large number of overall applications, interviewees suggested either focusing the statewide review committees' input on policies that would help the ACTs identify important projects, or by identifying and/or suggesting specific projects to be considered by the ACTs. Several interviewees noted that whatever the process, it would need to be designed in such a way as to make it apparent that the statewide review committees would not automatically trump the priorities of the ACTs.

Several of the interviewees noted that the greatest impact of the statewide review committees came through the members of the statewide review committees that sat on the ACTs.

6) ODOT Communication with Reviewers

Question: Do you think that communications between ODOT and the review committees were enough for the committees to understand and undertake their review? What do you think might have improved this communication?

ACT chairs and statewide review committee members praised the communications by ODOT region, area and division staff that supported their work. While there were some concerns about the reliability and/or consistency of messages from the OTC and ODOT headquarters, reviewers consistently praised the staff with whom they developed working relationships. Based on their descriptions of their processes, it was apparent that most of the groups had a solid understanding of the overall purpose of the Enhance process and their group's role. A few messages, such as the role of the benefits included in the application, need for statewide and regional significance, and role of the statewide review committees, appeared not to have been as consistently understood.

7) ODOT Communications with Potential Applicants

Question: *Do you think that communications between ODOT and applicant jurisdictions were enough for them to feel comfortable applying?*

Most interviewees did not feel that they were in a position to know whether applicants felt they had received enough communication to feel comfortable applying. They were able to confirm that they had not heard many complaints. Many also noted that they knew the area manager had proactively reached out to many of the communities. One ACT chair noted that their area had initially been told that *all projects must* be multimodal, which discouraged some applications in that area.

8) Basis for Prioritization

Question: *Do you think that the Enhance applications and instructions provided enough information and guidance for reviewers to successfully prioritize projects? If not, what additional information or guidance do you think would have helped reviewers?*

Responses to this question were mixed but for the ACTs, the primary responses included:

- Yes; the ACT, with the technical staff, developed a good process for reviewing and ranking applications based on the information in the application, the presentations, the instructions, and the deliberations of the group.
- Yes, because the amount of funding was so limited that there was only so much that could be done, and/or the projects had been in plans long enough that they were well known priorities. Many emphasized that those at the local level know best what is needed for their area.
- No. There was not enough information on what the OTC felt was important. For instance, if the OTC wanted projects on the state system, that should have been clear in the instructions.

- No. There should have been criteria to help ensure applicants and reviewers throughout the state, or throughout the region, were making apples-to-apples choices consistent with state policies and needs.
- No. The applications were too complex. Applicants felt they needed to address every benefit, so it was not always clear from the application what the true purpose of the project was.
- Generally, yes, but additional information would have been helpful. Examples of the more common suggestions for additional information included:
 - criteria (see below)
 - project’s ability to be phased
 - more accurate initial cost estimates
 - regional and statewide significance.

Criteria was one of the most commonly discussed issues by everyone—those who felt more specific criteria were needed as well as those who did not.

It became evident that for many interviewees and/or those they represented that the greatest problem with lack of criteria was a concern that there were actually some unwritten criteria that would be used by either the OTC or ODOT management to undermine the local decision-making process. Similarly, applicants had a difficult time accepting that they did not need to address every benefit area. Several chairs noted this may be addressed in time with experience and as participants learn that the OTC honors the results of the ACT processes.

Other interviewees discussed the need for more specific criteria to ensure an apples-to-apples basis for decision-making across the state or within a region. Several of these individuals suggested adding specific criteria just to help define statewide or regional significance. Some interviewees, including statewide review committee representatives, suggested adding modally-specific criteria; they noted that it would be difficult for one set of criteria to address all types of projects.

Distinct from the discussion of whether or not there should be criteria, a number of interviewees simply referred to the benefits as criteria. Although most of these interviewees did not appear to have used the benefits as literal screening or evaluation criteria, a few did assume that was how the benefits were intended to be used.

9) Overall Success of the Enhance Process

Question: In what ways do you think that the 2015-2018 STIP Enhance project selection process was most successful? In what ways was it least successful? Overall, do you believe this STIP process puts ODOT on the right “path”?

a) Overall direction

While all interviewees identified problems that need to be addressed, most interviewees stated that the STIP Enhance process holds promise.

ACT interviewees almost all supported this as an appropriate path. They consistently commented that this process places more of the decision-making in the hands of those who know and use the system in their area most.

The statewide review committees and ODOT Region staff were more divided: some felt the current process could only lead to degradation of the state system and statewide priorities; others felt it created great opportunities to develop stronger local partners and/or a more integrated system.

b) Strengths

Interviewees all agreed that a major benefit of the process was the greater collaboration it created among ODOT and its partner jurisdictions, and the greater number of people the process brought to the table. They also agreed that an important benefit of the process was that it strengthened the ACTs by giving them a more substantial role. Most agreed that the Enhance process allowed for a more integrated discussion of the system. Although most did not believe this cycle made major advances in creating a more integrated system, many believed that in time it would. Most of the ACTs also noted that projects would be more responsive to local needs.

c) Weaknesses

Many of the suggested weaknesses have already been discussed. The primary concerns were:

- Lack of money and time—particularly time to prepare for the new process. These were the most universally mentioned concerns.
- How to review and select projects. Many discussed the need for criteria and/or the confusion about how to navigate the process.
- Neglect of or lack of clarity about the definition of significance to the state or regional system.
- Politicizing the process by putting more of the decision-making in the hands of local elected officials who are primarily accountable to their own communities.
- Lack of a clear and effective role for the statewide review committees.
- Efficiency of the process. Some found the process to be very straight forward, while others felt the applications were too complex. Some more rural ACTs/regions that historically accomplished this with more informal discussions felt that this process was unnecessarily labor intensive for applicants, ACTs and ODOT.

- Concern about loss or weakening of Safe Routes to School, Transportation Enhancement, and/or the Bicycle and Pedestrian programs.

d) Grade

The average grade that interviewees gave the process was a C+/B-. Most interviewees gave the process a grade between D and B+. There was one F, one A and one E for effort.

10) Additional Comments

Question: *Is there anything else you'd like to tell ODOT about your experiences with or thoughts on the 2015-2018 STIP Enhance process?*

Other issues and suggestions raised at this point included the following.

- The State's 20% reserve was a major point of interest. Many interviewees wanted to know how projects for that funding would be identified and asked that the ACTs have a chance to weigh in on the selection. A number of ACT representatives noted that their ACT struggled with assigning their Enhance funding to projects that they thought might be funded with the 20%. Several suggested identifying the projects of major statewide significance first; then the ACTs could plan accordingly.
- Some interviewees noted that there may be a problem with matching the selected projects with the requirements of the available funding pots.
- Several individuals expressed a concern that transit operations equipment are essential and largely predictable expenses and suggested they should not be lumped in with the Enhance funding.
- Several of the ACT chairs noted that they chose not to fund a bicycle and pedestrian project that local advocates promoted but could not justify as connected to a system. They pointed out that their decision may have been different if a long-term plan for connected regional or statewide routes were in place and these projects could be shown to support those routes.
- The scoping of the projects was a challenge for most of the regions. The cost estimates for many, if not most, of the projects increased, sometimes by orders of magnitude. While most ACT chairs seemed to understand the differences, they acknowledged that some of the applicants balked at the changes, and several ODOT staff noted that they struggled with having to be the "bad guy." However, many ACT and ODOT interviewees noted the value of ensuring comparable scoping while leaving the detailed scoping process out of the application process to allow smaller jurisdictions to still apply. Region 5 staff noted that having a neutral consultant do the scoping made the results of the process more acceptable to all.

By far, the most frequent comment at this point in the interview was praise for ODOT and the OTC: praise for the staff that assisted the groups, appreciation for the OTC's and ODOT's attempt at a more multimodal, collaborative process, and/or appreciation for the respect and consideration the OTC showed to its local partners at its July meeting.

IV. Interviewees

The chart below lists the individuals that participated in the 2015-2018 STIP Enhance Process Evaluation interviews. All interviews were conducted in person, unless otherwise indicated.

Group	Names of Interviewees	Interview date
Northwest ACT	Shirley Kalkhoven, ACT Chair	July 18, 2013
Mid-Willamette Valley ACT	Cathy Clark, ACT Vice-Chair	July 29, 2013
Cascades West ACT	Linda Modrell, ACT Chair	July 11, 2013
Lane ACT	Kitty Piercy, ACT Chair Hillary Wylie, ACT Vice-Chair	July 15, 2013
Rogue Valley ACT	Mike Montero, ACT Co-Chair Stan Wolfe, ACT Co-Chair	July 30, 2013
Southwest ACT	Martin Callery, ACT Chair	July 17, 2013
Lower John Day ACT	Gary Thompson, ACT Chair	July 17, 2013
Central Oregon ACT	Alan Unger, ACT Chair	July 31, 2013
South Central Oregon ACT	Brad Winters, ACT Chair	July 31, 2013
Northeast ACT	Mike Hayward, ACT Chair	July 23, 2013
Southeast ACT	Steve Grasty, ACT Chair Boyd Britton, Vice Chair (follow-up by phone)	July 22, 2013
Region 1 STIP Project Selection Committee	Bill Wyatt, Chair	July 2, 2013
Oregon Bicycle and Pedestrian Advisory Committee	Jerry Zelada, Outgoing Chair Jenna Stanke, Incoming Chair	July 15, 2013
Transportation Enhancement Advisory Committee	John Oberst, Chair	July 9, 2013
Oregon Freight Advisory Committee	Susie Lahsene, Chair Martin Callery, Vice-Chair (by phone)	July 2, 2013
ODOT Region 1	Jason Tell, Region Manager Rian Windsheimer, Planning & Development Manager Jeff Flowers, Enhance Coordinator	July 25, 2013
ODOT Region 2	Sonny Chickering, Region Manager Terry Cole, Enhance Coordinator Tim Potter, Area Manager	July 9, 2013

ODOT Region 2	Amy Ramsdell, Area Manager Frannie Brindle, Area Manager Larry McKinley, Area Manager	July 10, 2013 (conference call)
ODOT Region 3	Frank Reading, Region Manager Art Anderson, Area Manager	July 30, 2013
ODOT Region 4	Bob Bryant, Region Manager Gary Farnsworth, Area Manager Butch Hansen, Area Manager (by phone)	July 31, 2013
ODOT Region 5	Monte Grove, Region Manager Craig Sipp, Area Manager	July 23, 2013

Oregon Department of Transportation

2015-2018 STIP Enhance Process Evaluation

Online Survey Summary

by JLA Public Involvement
9/12/2013



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I. Background

1) Introduction

The Oregon Department of Transportation (ODOT) implemented a new project selection process for the 2015-2018 Statewide Transportation Improvement Program (STIP) cycle, known as Enhance. In order to evaluate how the process went and what could be improved for the next STIP cycle, ODOT conducted a survey and interviews with participants of the 2015-2018 STIP Enhance project selection process. The survey was available online from June 20 to July 18, 2013. STIP Enhance program participants including all Enhance applicants and application reviewers were invited to participate. Please note that this was not a scientific survey, so the results of the survey are not statistically valid.

2) Survey Outreach

ODOT sought input from both funding applicants and application reviewers. Accordingly, ODOT invited the following groups to complete the survey: statewide review committee members; Region 1's STIP selection committee members; Area Commissions on Transportation (ACT) members; all applicants (including ODOT staff), ODOT area managers, region planning managers, and enhance coordinators. For simplicity, general references to ACTs throughout this report also include Region 1's STIP selection committee.

ODOT sent an initial email and a reminder email to approximately 300 people to invite them to take the survey. ODOT also asked all ACT coordinators to forward the survey link to their membership. In total, 146 people completed the survey. 99 respondents said they applied for STIP Enhance funds and 84 reviewed applications. 37 people said they both submitted an application and participated in review.

3) Report Overview

This report includes responses to the survey from both applicants and reviewers. Section II highlights some of the distinctions in survey responses provided by applicants and reviewers in the different ODOT regions. Section III gives an overview of who responded to the survey, including respondents' affiliation, geographic area, and role in the Enhance process (i.e., whether they submitted a funding application, reviewed applications, or both). The survey asked different sets of questions depending on whether respondents submitted or reviewed applications. Section IV summarizes the responses from funding applicants, and Section V summarizes responses from application reviewers. Finally, Section VI summarizes responses to questions asked of all survey respondents (applicants and reviewers).

II. Survey Summary by Region

The survey responses showed clear differences in the way that respondents from different regions within Oregon felt about the STIP project selection process. The following section highlights some of these key differences.

1) Region 1

Applicants – Almost all applicants in Region 1 felt the amount of effort in completing the application was appropriate, and understood what was expected of them on the application. The vast majority of respondents noted that they neither liked nor disliked not having specific review criteria, and zero respondents noted that they liked not having specific review criteria.

Reviewers – Reviewers in Region 1 (most of which sat on a statewide review committee) were less likely to feel that they received sufficient information from applicants to understand the proposed projects or to compare and prioritize projects effectively. Yet, reviewers in Region 1 were more likely than reviewers in other regions to feel comfortable comparing and prioritizing different kinds of projects together, and to feel that their ACT or committee was able to compare and prioritize applications effectively. They were also more likely than other regions to feel that the right mix of projects were being put forward. No reviewers liked not having criteria for the project benefits section, and the majority felt neutral on the issue of criteria. Almost all feel that the Enhance process will improve the projects selected for funding in the STIP.

2) Region 2

Applicants – Applicants in Region 2 were more likely than other regions to say they understood what was expected of them on the application, and how to effectively present their project. Several commented that there were too many redundancies in application questions. Some applicants were frustrated with the Super ACT (i.e. a meeting of all of the ACTs in a region) process, and felt that the decisions at that level superseded and did not take into account the priorities set by the ACTs themselves, and that the process became too political. Some applicants commented that the process seems to create more competition for funds, and that applications are too difficult to write without objective criteria and knowing what is being measured.

Reviewers – Reviewers in Region 2 were less likely than other regions to feel they had sufficient time to review applications, and to get enough information from the applications to compare and prioritize projects effectively. There were also many reviewers who felt their ACT or committee was *not* able to compare and prioritize applications effectively, and did not receive enough information about the proposed Fix-It projects. Many were not comfortable with the list of projects put forward by their ACT or committee. They felt that there were too many local

and immediate needs projects put forward, particularly too many smaller bicycle and pedestrian projects. ODOT Region 2 staff said they had too many projects to scope in too short a period of time. Both reviewers and applicants seemed to feel that the process was too political.

3) Region 3

Applicants – Applicants in Region 3 had to create more attachments for their applications than other regions, though they did feel that the amount of effort was appropriate. They were somewhat less likely to understand what was expected of them on the application. They were also less satisfied with ODOT’s response to questions than in the other regions.

Reviewers – Reviewers in Region 3 felt more prepared than in other regions to review applications. They were somewhat less comfortable than other regions in comparing and prioritizing different kinds of projects together, although they felt their ACT or committee was able to effectively compare and prioritize Enhance applications. They were mostly comfortable with the list of projects put forward by their ACT or committee. Reviewers who saw applicant presentations appreciated the opportunity to be able to learn more about the project and ask clarifying questions. Several commented that the review process seemed too rushed.

4) Region 4

Applicants – Applicants in Region 4 felt that the application effort seemed like too much, and were less likely than other regions to feel that the application questions were easy to understand. They were also less likely to feel like they understood what was expected of them on the application. Applicants seemed to feel that the process could be improved by explaining in advance the criteria reviewers would use to judge applications. Some felt that the application process should be collaborative as opposed to competitive.

Reviewers – Reviewers felt that they got enough information from the applications to understand proposed projects and to compare and prioritize projects effectively. They were somewhat less comfortable than other regions in comparing and prioritizing different kinds of projects together, although they felt their ACT or committee was able to compare and prioritize applications effectively. Some commented that specific criteria would help in evaluating vastly different project types. Reviewers in Region 4 tended to dislike or be neutral about not having criteria.

5) Region 5

Applicants – Applicants in Region 5 felt that the application effort seemed appropriate, questions were easy to understand, and understood what was expected of them in the

application. They were more satisfied with ODOT's response to questions than any other region. Applicants also tended to like that there were no criteria as compared to other regions.

Reviewers – Almost all reviewers felt they had sufficient time to review the Enhance applications, and that they received enough information from applicants to do an effective review process. Region 5 was most comfortable comparing and prioritizing different kinds of projects together, although fewer felt that their ACT or committee was able to effectively compare and prioritize applications. Many said that business representation was missing from their committee. While reviewers overwhelmingly felt that the right mix of projects would come from the process, some felt there were too many state and too many immediate needs projects. On mode balance, several felt there were too many bicycle and pedestrian projects. Reviewers tended to like that there were no review criteria.

III. Respondent Information

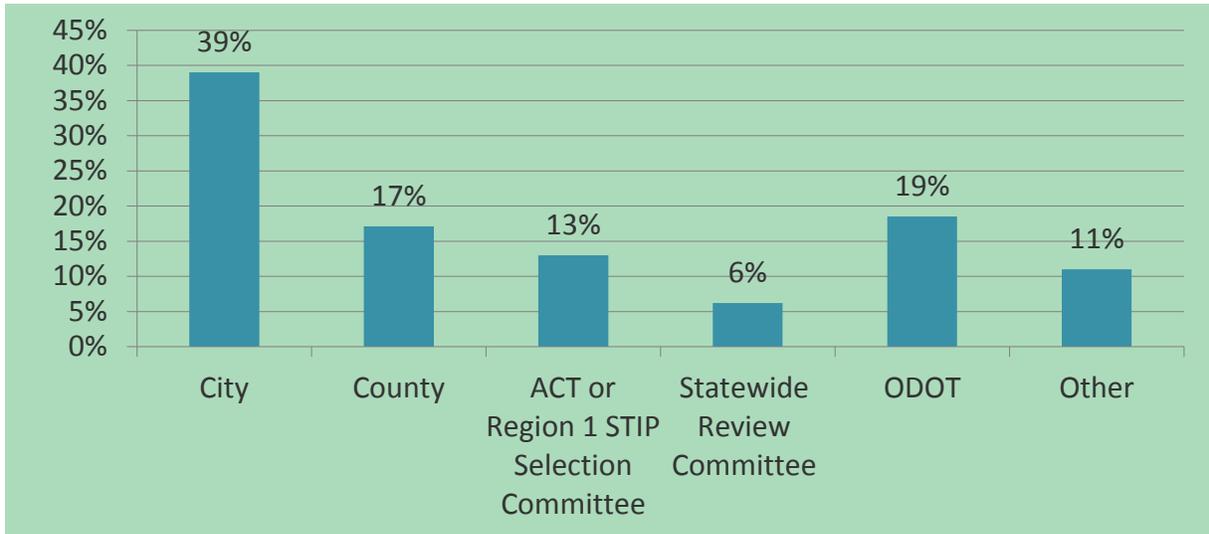
1) Role in Project Selection Process

In total, 146 people completed the survey. 99 respondents indicated that they applied for STIP Enhance funds, and 84 respondents said they reviewed applications. Of the total 146 respondents, 37 said they participated in *both* the application and review process. Respondents were directed to answer questions based on their role in the project selection process

2) Affiliation

Respondents were asked to indicate their primary affiliation, and could select more than one affiliation. 39% represented cities, 19% were ODOT staff, 17% represented counties, and 13% represented an ACT or Region 1 STIP Selection Committee. 6% represented a statewide review committee (the Oregon Freight Advisory Committee (OFAC) and the joint Oregon Bicycle and Pedestrian Advisory Committee (OPBAC) and the Transportation Enhancement Committee). Another 11% had an "other" affiliation, including transit or transit district (5 people), Council of Governments (2 people), Metropolitan Planning Organization (2 people), transportation district or provider (3 people), as well as one each of the following: Indian Tribe of Eastern Oregon, ACT Technical Advisory Committee, and Special District.

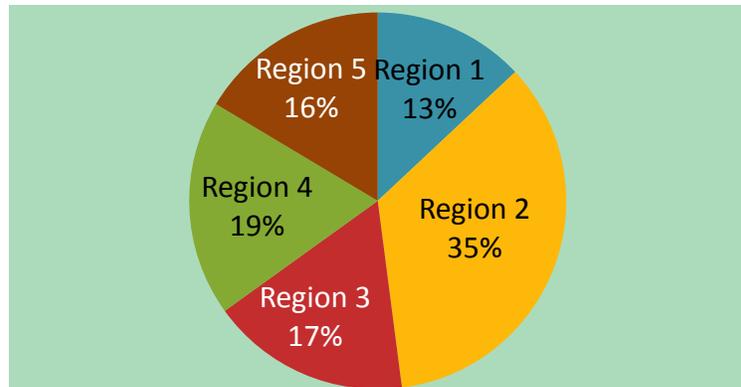
Affiliation of Respondents



3) Geographic Areas Represented

50% of respondents represented rural areas, 46% represented small urban areas, and 22% represented metropolitan areas. Respondents also indicated in which ODOT Region they reside. 13% reside in Region 1, 35% in Region 2, 17% in Region 3, 19% in Region 4, and 16% in Region 5.

Geographic Area of Respondents



IV. Responses from STIP Enhance Applicants

The STIP Enhance survey asked a different set of questions for applicants and reviewers. The responses described in this section refer to the 99 respondents that submitted applications for Enhance funds.

1) Summary of Applicant Responses

99 people indicated that they applied for STIP Enhance funds, and 78% of these said they personally filled out the Enhance application or part of the application. The feedback about the application process was generally positive. Some of the more common suggestions and comments were that some questions, particularly in the project benefits section, were repetitive and could have been consolidated.

Many respondents also struggled with the lack of criteria to consider in preparing the application. They were concerned that the lack of criteria allows ACTs to be too subjective in scoring, and results in non-standardized scoring of applications among the ACTs. On the other hand, a few people commented that they liked not having criteria, because it provides more of a focus on values, and allows applicants to explain through narrative what is important about the project. Several people also recommended that applicants be given the opportunity to make presentations about their projects to the ACTs.

Many commented on the application questions about cost estimates. Some felt that applicants should be required to include very specific and data-based cost estimates, while others felt that coming up with cost figures at this early stage was inappropriate. The application process would likely benefit from more guidance on what level of detail is required in the cost estimate and the reason behind it.

2) Effort Required to Complete Application

Overall, the vast majority of applicants (83%) felt that the amount of effort required to fill out the application was appropriate, although over half of applicants did have to create most of the attachments such as maps and exhibits specifically for the application. The amount of effort it took to complete the application differed by region. Region 4 applicants were more likely to feel that too much effort was required.

Percentage of respondents who felt that the amount of effort it took to fill out the application seemed appropriate



20 people provided suggestions on how to lessen the effort on the application. Most commonly, people suggested eliminating redundancies and combining questions where possible, particularly in the project benefits section which may contain more questions than is

appropriate for small scale projects. There are particularly too many redundant questions about bicycle and pedestrian projects. One person suggested asking for a narrative that covers the pertinent project benefits elements rather than asking applicants to individually respond to each benefit.

Several people also suggested providing clear and objective criteria on how the application will be evaluated. Respondents felt that that the Oregon Transportation Commission (OTC) guidance material was quite vague and high level. The application and directions could also be more specific on the goals of the Enhance process. Two people suggested requiring applicants to provide a more accurate cost estimate. Cost estimates are often too low, which sets up unrealistic expectations and makes it more difficult for ACTs to make reality-based decisions.

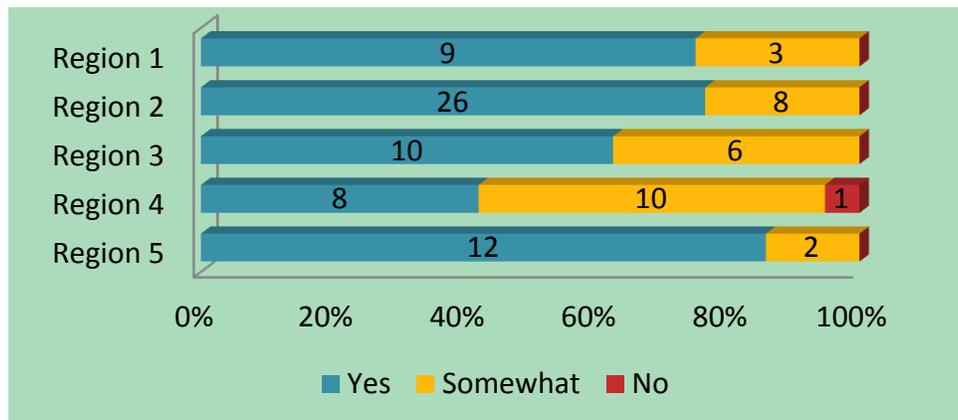
Other suggestions included providing training to applicants, providing a notice of intent, and providing more character limits on the application so that people could feel that a short response is appropriate. One person suggested setting the system up as a "proposal" process rather than an application process, based on collaboration versus competition.

Another person suggested letting jurisdictions know ahead of time what kind of engineering ODOT will do if projects are selected. Two people noted that ODOT assistance is vital, particularly for small jurisdictions.

3) *Ease of Application Questions*

The majority of respondents (69%) felt that application questions were easy to understand, and 31% felt they were somewhat easy to understand. There were some differences among the regions, with more Region 4 applicants responding that questions were not easy to understand.

Were application questions were easy to understand?



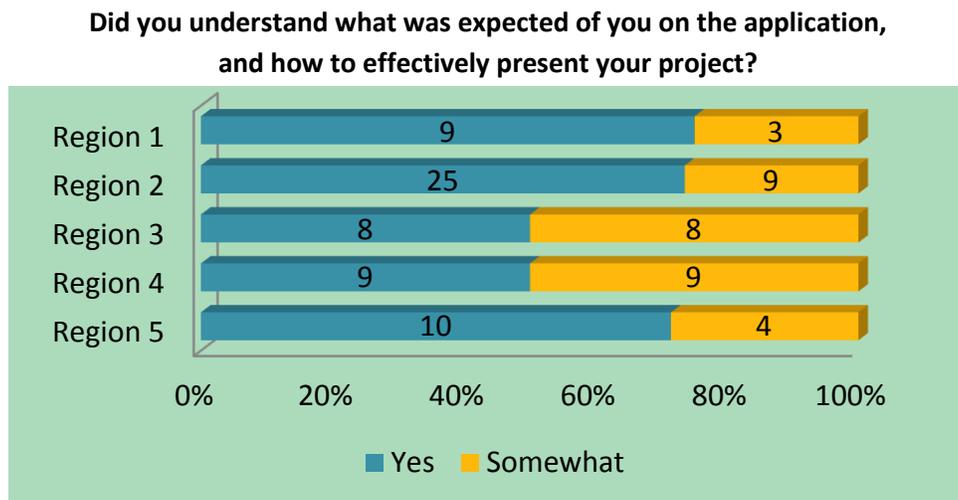
Eight people provided comments and suggestions for improvement. Several people said that some questions were repetitive and could have been combined. A couple of people said that

some questions were vague and open-ended, and it was difficult to understand what was being asked (particularly in the project benefits section). One person said that a check-box format would be fairer and reduce time required. On the other hand, another person suggested that there be fewer questions and that instead applicants simply describe in a narrative format what they think is important about the proposal.

One person said that the “Does it meet a referenced standard?” question was not clear and it took effort to find the definition of a referenced standard. It was also difficult to estimate project costs, and to provide a timetable without knowing the year the funding would be available.

4) Clarity of what was Expected in Application

Respondents indicated whether they understood what was expected of them on the application, and how to effectively present their project. 65% understood what was expected of them and 35% somewhat understood. The responses varied by region. Applicants in Regions 3 and 4 seemed to have less clarity on what was expected of them to effectively present their project.



Several people said that providing clearer expectations or selection criteria would make it easier to effectively present a project. Some people suggested writing clearer, more precise questions. A couple of people suggested providing examples of how different project types would be ranked and prioritized together, and examples of what qualifies for Enhance versus Fix-It funds, especially around transportation demand management (TDM).

5) Time to Complete Application and Technical Difficulties

87% of applicants felt that the time available to complete the application (about two months) was sufficient. However, several people commented that the time available was insufficient for

complex, large-scale projects. 92% of respondents said they were able to send in the application without technical difficulties. The main technical difficulty was the restricted attachment file size. One person suggested that ODOT send out an email response stating that the application has been successfully submitted.

6) Applicant Preparedness

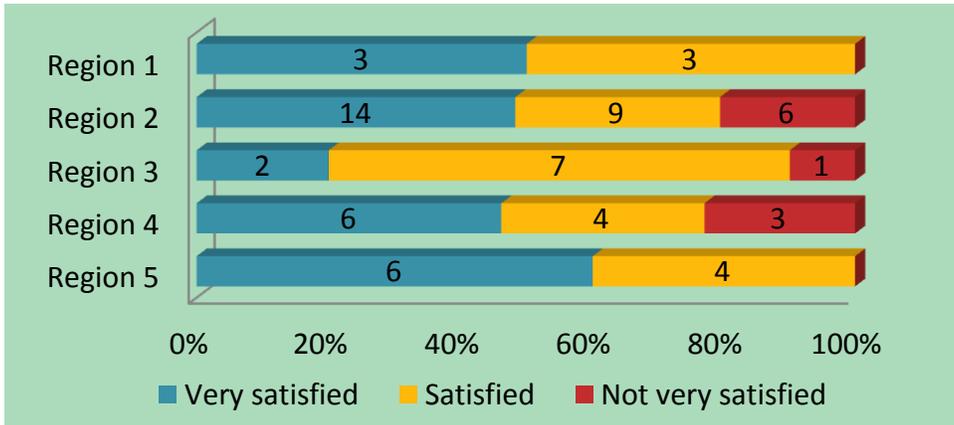
74% of respondents said that an ODOT staff member talked to or made a presentation to their group about the application process. Based on information received from ODOT, most (64%) felt prepared to apply for Enhance funds, 25% felt partially prepared, 1% did not feel prepared, and 10% responded with “other.” These responses were consistent across the regions, though applicants in Region 2 seemed to feel least prepared to apply for Enhance funds based on information received from ODOT. Of those respondents who felt less prepared, a couple said they had to apply at the last minute because of communication problems. Of those respondents who felt prepared, several said that they felt prepared because they have done this kind of application work in the past and that the assistance they got from ODOT was very helpful.

7) Consultation with ODOT

75% of people said they consulted with ODOT about the application. The most common question that applicants asked ODOT was about how projects would be scored, what kinds of criteria would be used, and generally how to respond to the vague guidelines of the OTC; overall, respondents wanted to know how to present the best possible application. Many also asked whether their particular project would be competitive, or what types of projects are eligible. Many people asked questions about what level of detail was expected in the application responses, or sought clarification on certain questions. A number of people asked about how to present cost information; including what assumptions should be used in preparing budgets, and what level of detail was needed. Several people asked questions about the project selection process and timing. A smaller number of respondents had technical questions about how to upload the form or package application materials.

Respondents also indicated how satisfied they were with the responses to question that they received from ODOT. 46% were very satisfied, 40% were satisfied, 15% were not very satisfied, and zero were not at all satisfied. The response differed somewhat by region.

How satisfied were you with the response you received from ODOT?

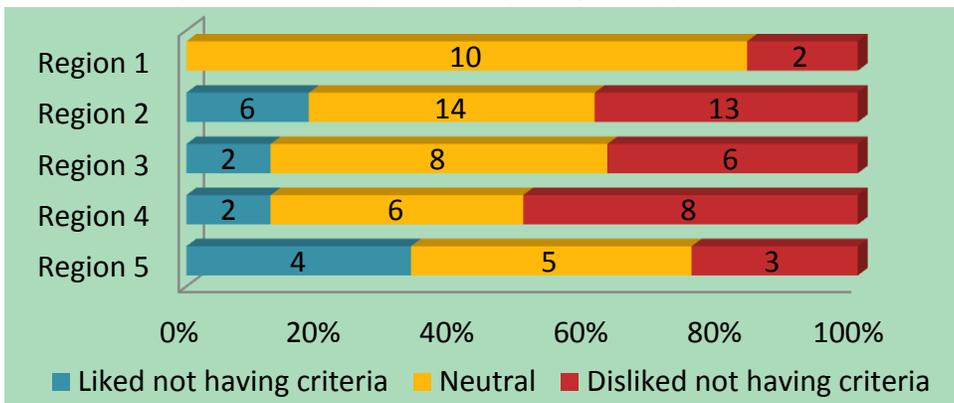


Several people provided other comments and suggestions for improvement. Some felt that they were not really sure what kinds of questions to ask ODOT because the process was new, and it would have been helpful to speak to ODOT representatives first to figure out what else they needed to know. One person said that ODOT should be clearer about how it values non-vehicular modes, and not assume that ACTs value the modes in the same way.

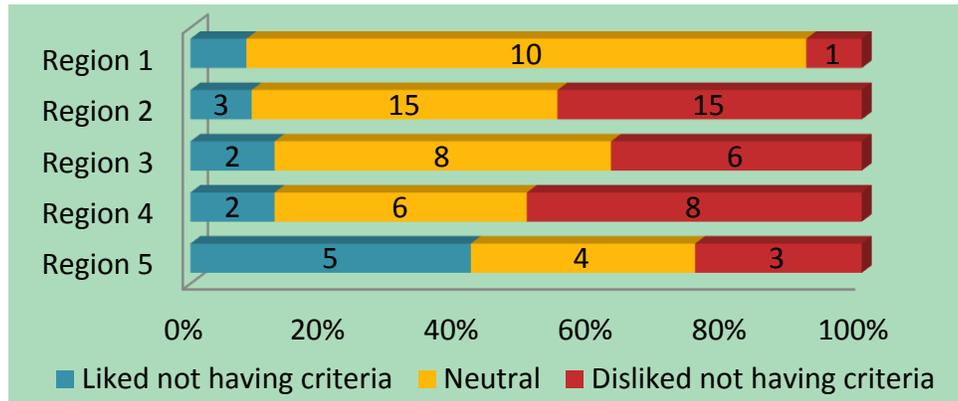
8) Evaluation Criteria

Overall, for both the project benefits section and the application as a whole, a little over 33% of respondents disliked not having review criteria, nearly 50% felt neutral, and 16% liked not having criteria. The results varied widely by region. In Region 1, the vast majority of applicants felt neutral about not having criteria. Regions 2, 3 and 4 generally disliked not having criteria or were neutral. Region 5 applicants responded most favorably to not having criteria, with most saying they either liked not having criteria, or were neutral.

How did you feel about not having specific review criteria for project benefits when completing the application?



How did you feel about not having specific criteria for review of the whole application?



Respondents provided comments or suggestions for criteria that would be useful. The most frequent comment was that criteria are needed to let applicants know what ACTs are looking for so they can better present their project to score more highly, and to keep the ACT review process more transparent. A few respondents suggested including a check box or rating system for applicants to indicate how well the project meets a given priority or benefit.

Recommendations for useful criteria include:

- How does the project benefit the state system? How is the project linked to or key to completing the system?
- How does the project meet the needs of the community?
- Does the project improve bicycle and pedestrian facilities?
- Criteria that focuses on the nature of the infrastructure being applied for (e.g. highway, bicycle, pedestrian, bridges) rather than blending all of those interests.
- Requirement that applicants provide quantitative and defensible projections for how their project provides benefits, such as by showing how many cyclists or pedestrians will use the facility, how many riders will use transit, what the traffic delay will be, etc.
- Criteria similar to the previous STIP project selection criteria.

9) General Suggestions for Improvement

40 people provided ideas about how to make completing and submitting the application easier next time. Many people said that the application was easy and streamlined and does not need much improvement, and that it was in fact easier than most ODOT funding applications.

Suggestions for improvement can be broken down into the following categories:

Explain how Applications will be Evaluated

The most common suggestion for improvement was to communicate to applicants how reviewers in their ACT will score/judge the applications, including any criteria that will be used; and set the reviewers' process for review and evaluation *before* the call for applications is made. This was suggested by applicants in Regions 2, 4 and 5. A couple of people also suggested using standardized criteria across ACTs, and not letting local ACTs have too much discretion in the process. An applicant from Region 2 said that there should not be criteria, and instead applicants should simply state what is important about the project.

Improvements to Application and Submission Process

Several people suggested consolidating, simplifying, and reducing the number of questions, particularly in the project benefits sections. Two people suggested having a word count available on the application. Another noted that character limitation for each question made it difficult to describe the benefits of the project in the appropriate category. One person suggested providing an online application similar to that of other state agencies, e.g Oregon Parks and Recreation Department. A couple of people would like to be allowed to send larger attachments through the email system, and one person noted that the project naming conventions could be made less cumbersome and confusing.

Level of Detail Required in Applications

There were conflicting suggestions on how much technical information should be required in the applications. A few people, particularly in Region 4, suggested a requirement that applications be more complete. This would require accurate cost estimates and evidence of methodology and calculations used, as well as data to support the problem statement (e.g. crashes, pedestrian volumes, delay). They also suggested eliminating questions that cannot be quantitatively responded to, such as questions about economic vitality, environmental stewardship, livability, and equity.

On the other hand, other applicants (particularly in Region 2) would prefer not to provide such quantified information. They felt it is inappropriate to require fully scoped projects at this stage. For example, small agencies without access to specialized design software cannot provide accurate preliminary design and cost estimates.

Cost/Budget

Several suggestions were made for improving the cost estimate portion of the application. A couple of people suggested allowing more time to gather cost estimates. One person suggested that applicants be allowed to submit their own budgets, because it was not always possible to make the cost elements fit into the application boxes, which sacrificed specificity and

usefulness. Another person noted that the cost question lumps together cost elements that are difficult to compile.

Process Improvements

Several people suggested changes to the overall project selection process. A Region 2 applicant suggested that, rather than having the Super ACT make the final decision, provide each ACT with a fixed amount of funding and allow them to prioritize and fund their own projects. Two applicants from Region 4 suggested making the process collaborative as opposed to competitive. A suggested approach would be one of individuals, groups of partners, or the ACTs themselves, generating draft proposals for discussion, evaluation, and ultimately collaboration and coordination.

A Region 2 applicant suggested using a process similar to the last round of Transportation Enhancement applications, which began with a statement of intent to apply that kept jurisdictions from spending resources on non-starter projects.

Miscellaneous Suggestions

- Create better communication between applicants and the County.
- Allow applicants to make presentations about their projects to local ACTs.
- Require applicants to state how engineering would be done and amount of dollar percentages towards engineering.
- Carve out funding for Transportation Enhancement and Safe Routes to School rather than lumping these into one pot.
- Better explain or provide examples of the types of projects eligible for this program.
- Allow more time to develop applications for larger, complex projects.
- Provide more funding.

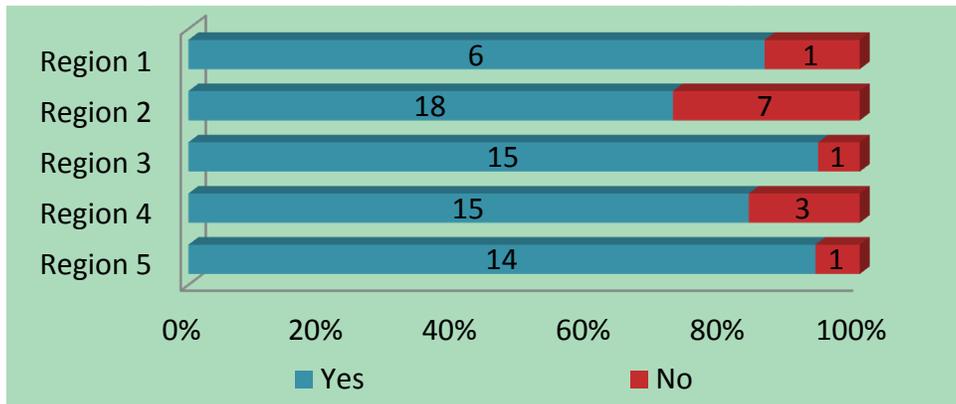
V. Responses from STIP Enhance Reviewers

The responses described in this section refer to the 84 respondents that participated in the review process. Reviewers include ACTs, statewide review committees, and key ODOT staff.

1) Time to Review

The overwhelming majority of reviewers (84%) felt that they had sufficient time to review applications. The response differed somewhat by region, with more Region 2 reviewers feeling they did not have enough time to review.

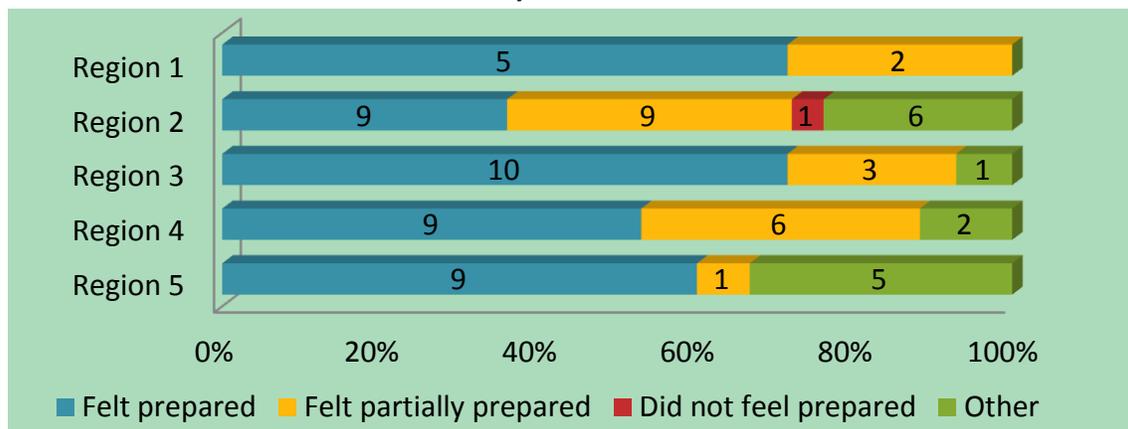
Did you have sufficient time to review the Enhance applications?



2) Reviewer Preparedness

90% of respondents said that an ODOT staff member talked to or made a presentation to their group about the application review process before they reviewed applications. Based on the information received from ODOT, reviewers generally seemed prepared to review applications. 54% felt prepared to review applications, 27% felt partially prepared, 1% did not feel prepared, and 18% said “other.” The response differed by region, with reviewers in Region 2 seeming the least prepared.

How prepared did you feel to review Enhance applications based on the information you received from ODOT?



Of those respondents who chose “other,” the lack of feeling prepared was not necessarily due to a lack of information from ODOT. Instead, people commented that some applications were not robust enough to allow for adequate review, or seemed to provide conflicting answers to questions. Several people said the review timeline was too tight, and some did not like the lack of criteria to select projects.

Two reviewers in Region 5 ACTs noted that there was not adequate time for both ACTs in the region to discuss projects jointly, and that ACTs did not have enough knowledge to review and prioritize the other ACTs' projects.

A Region 2 ODOT reviewer said that the process would have benefited from having pre-application meetings with each prospective applicant, which would result in better applications and less review and scoping later in the process. The scoping timeline was too short given that many applications were prepared hastily and needed substantial clarification.

A statewide review committee member noted that review was difficult because reviewers could not be sure if the application provided accurate information about the projects, and whether benefits would actually be realized.

3) Application Information

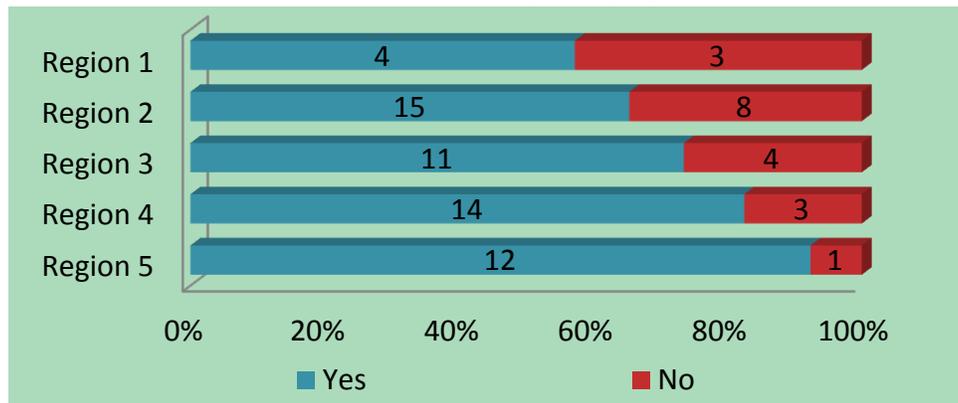
58% of reviewers said there were sections/questions in the application that were particularly helpful in the review process. The project description, maps and exhibits, and problem statements seemed most helpful. This was particularly the case for reviewers in statewide review committees who did not have time to do an in-depth review of each application. A few people felt the project benefits section was helpful, but a couple felt that some applications tried to tie their projects to all listed benefits, and this exaggeration was not helpful. Overall, the most helpful element for the review process was a well thought-out, concise, and complete application, as opposed to answers to any particular question.

Several respondents noted the benefits of applicant presentations (i.e. five minute presentation plus questions and answers). A couple of reviewers from the statewide review committees said that the excel spreadsheets, provided by ODOT, that summarized applicant information was too vague a summary to be useful.

4) Adequacy of Information in Applications

75% of reviewers said they were able to get enough information from the applications to understand the proposed projects, and 25% said they were not. The response varied widely by region, with 92% of reviewers in Region 5 feeling they were able to get enough information, as opposed to only 57% in Region 1.

Were you able to get enough information from the applications to understand the proposed projects?



Many people said that there was a wide variety in the quality of applications. Some applications were complete and understandable, and others simply did not have enough detail or sufficient responses to the questions asked. An ODOT reviewer in Region 2 suggested that the overall quality of applications could be greatly improved by offering a formal pre-application process in advance of application submittal.

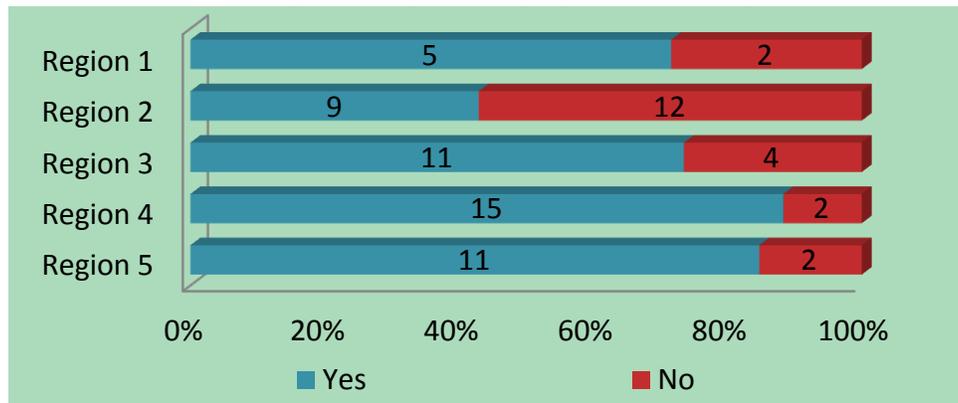
Suggestions for additional or different information that would have been helpful in review include:

- Explanation of how the project would work with existing conditions, and whether truly feasible.
- Better maps and pictures.
- Oral presentations by applicants.
- Percentage of jurisdictional funds dedicated to bicycle, pedestrian, and historic preservation projects, to ensure they are not relying solely on state funds to fund major improvements.
- Planning documents that support the project.
- Visit to all project sites.
- Documentation of property ownership related to proposed projects.
- More background information on funding sources available to bicycle, pedestrian, and transit projects.
- Better cost estimates with more realistic justification/projections.
- More detailed scopes.
- Pre-prioritizing from ACTs.
- More detail on how the project affects all modes.

5) Adequacy of Information to Compare and Prioritize Projects

70% of reviewers said they received enough information from the applications to effectively compare and prioritize projects. 30% did not. The response varied widely by region, with over 80% of reviewers in Regions 4 and 5 feeling they were able to get enough information, as opposed to only 43% in Region 2.

Were you able to get enough information from the applications to compare and prioritize projects effectively?

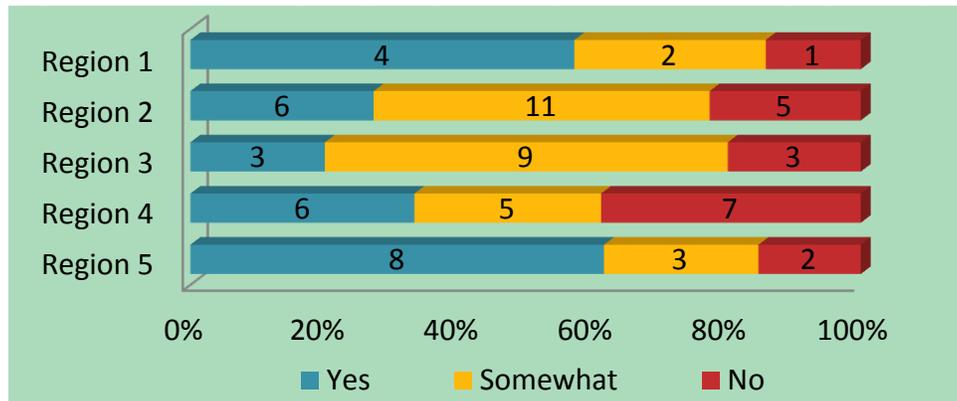


Reviewers commented that some applications were complete and provided adequate information, while other applications were not. The type of information that seemed to be missing most often was detailed and justified cost information, and an explanation of how the proposed project links to existing projects or other modes. Again, reviewers found presentations from applicants to be tremendously useful.

6) Review of Different Projects Together

Respondents indicated whether they were comfortable comparing and prioritizing different kinds of projects together, such as bicycle and pedestrian projects along with highway and freight projects. 36% said they were comfortable, 40% were somewhat comfortable, and 24% were not comfortable. The responses varied widely by region. Reviewers in Regions 1 and 5 seemed most comfortable.

Were you comfortable comparing and prioritizing different kinds of projects together?



Many comments were made that it was difficult to compare relative merits across categories. Some respondents suggested that the process go back to having separate funding pots so that different kinds of projects do not have to compete against one another. Some reviewers said that applicants sometimes proposed projects that seemed to be “disguised” as one or more particular modes that did not seem accurate, which made review even more difficult. A couple of reviewers in Region 2 felt that in most ACTs, bicycle and pedestrian projects would take second priority to road and infrastructure projects.

An ODOT reviewer suggested more parameters to help the ACTs prioritize, such as limiting the size of projects that would fall into the old Transportation Enhancement category to a maximum of \$1-2 million. Another recommendation would be to include some percentage of funding that must go towards projects that help the state system. Another reviewer recommended not allowing bus purchases and fare box upgrades to compete for STIP Enhance funding; instead, these could be funded by a different pot of funds.

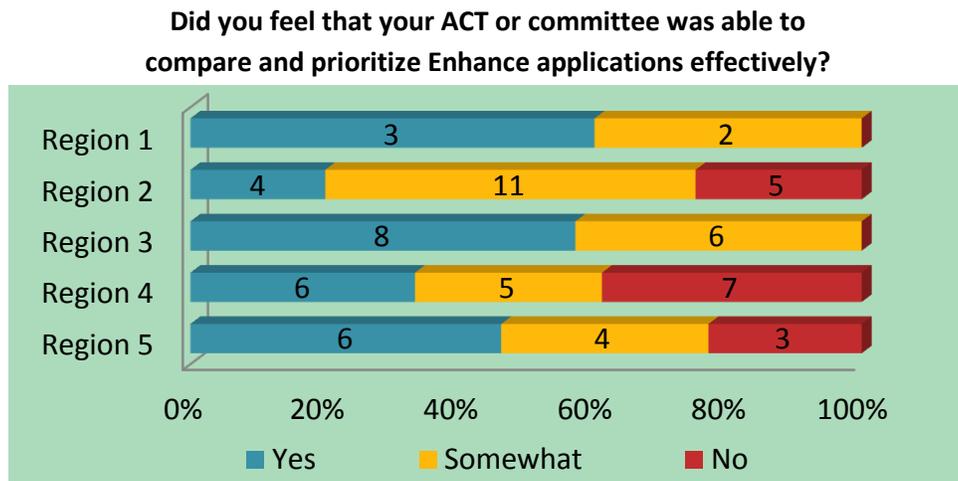
Several reviewers also said it was difficult to score projects across different modes without some standardized criteria. On the other hand, one ODOT reviewer said that breaking down the funding silos in pursuit of the best transportation investments demands a values-based, qualitative approach because there is no realistic way to develop objective scored criteria for such a diverse group of project types.

Some suggestions for making review easier included more training and education for reviewers on how to compare projects in different modes, and an understanding of other funding streams for particular modes. Some people also suggested capping the dollar amount of projects in some categories, since it is very difficult to compare projects that have vastly different expenditure needs. One person noted that having reviewers on a committee from diverse backgrounds (e.g. bicycle, pedestrian, transit, freight, etc.) helped members to compare different kinds of projects together.

Statewide review committee representative said that the review process was too rushed, and should have been a two or more day long process with presentations from staff.

7) *Committee's Review of Projects*

Respondents indicated whether they felt their ACT or committee was able to compare and prioritize Enhance applications effectively. Overall, 41% of respondents said yes, 46% said somewhat, and 13% said no. For the statewide review committees, only 20% said yes, 40% said somewhat, and 40% said no. The response varied by region, with reviewers in Regions 2 and 4 feeling that their committee was less able to compare and prioritize effectively.



A couple of the Super ACT reviewers said that some ACTs provided a prioritized list of projects and others did not, and that the prioritized list was helpful and should be encouraged in the future. ACTs would like to know ahead of time how the Super ACT process will weigh the individual ACT's priorities.

A couple of ODOT reviewers noted that ACTs varied in their understanding of how to compare and prioritize applications. ODOT staff would also like to see more consistency in the summaries of projects provided to them.

Reviewers made suggestions for making the process easier. These include the following:

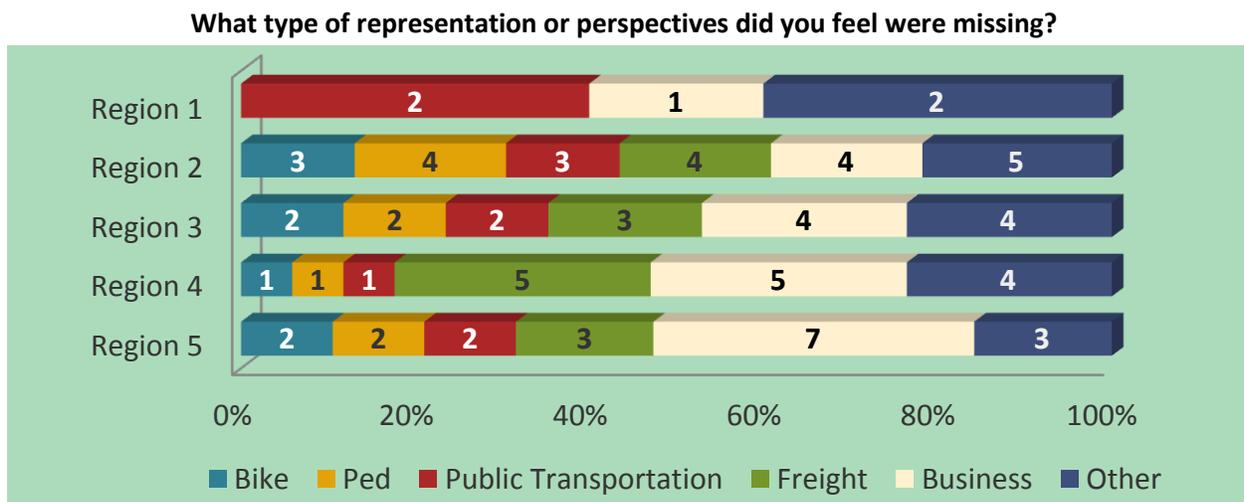
- The State should allocate funding dollars to different areas before the start of the 150 percent list process to make prioritization of projects more effective.
- Have applicants break up large projects into segments to determine partial funding options.
- ODOT region staff sometimes were frustrated that each ACT used a different process and type of criteria, which made comparing projects difficult.
- Provide a full understanding of how ODOT staff may influence the scoping process.

- Provide ACTs with education on how to evaluate projects that do not meet their specific priorities.
- Provide statewide review committees with full applications, not just spreadsheets.

8) *Committee Makeup*

66% of reviewers felt they had the right representation in their ACT or committee to discuss the different applications effectively. 27% felt they had somewhat the right representation, and 7% felt they did not have the right representation.

41 people indicated what type of representation or perspectives they felt were missing, which differed somewhat by region. Business representation seemed to be most lacking, particularly in Region 5. Freight was also lacking in all regions except Region 1. The chart below shows how many respondents felt that a particular type of representation was missing.



Reviewers indicated that the following “other” interests were missing:

- Region 1: rail and historic preservation expertise, and statewide overview
- Region 2: engineering perspective, local citizens
- Region 3: local citizens, small community transportation providers
- Region 4: cities, transit and transportation options representation
- Region 5: safety

9) *Committee Discussion*

56% of respondents felt that their ACT or committee was able to have a thorough, robust prioritization discussion. 31% felt they were somewhat able to have a thorough discussion, and 13% were not able to have a robust discussion. The response was generally the same across regions, though somewhat more reviewers in Region 2 said that their committee was not able

to have a thorough, robust discussion. Many open-ended comments were made that reflect the diversity of process issues across the ACTs and regions, including:

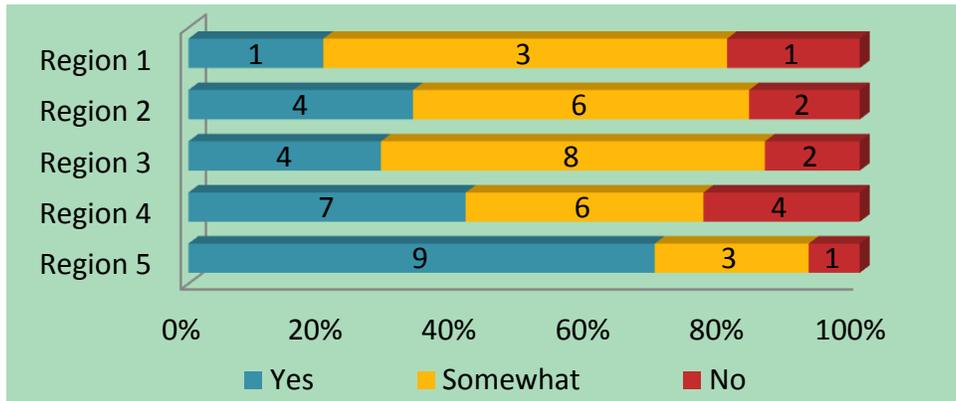
- Reviewers on statewide review committees felt there was not enough time for discussion, and that two days would have been better than one. There was also too much work done by conference call instead of in-person.
- Some Region 2 ACT members said that the process felt too political, and that the projects with the most outspoken proponents were pushed forward, although they may not have been the most beneficial projects. Another Region 2 reviewer said that the process would be improved by providing adequate time for conducting a pre-application review and discussion process between ODOT staff and prospective applicants.
- A Region 3 ACT member said there were too many finalists which left too little time for individual presentations.
- An ACT member in Region 4 said that having elected officials at the table stifled discussion somewhat. Similarly, another ACT member in Region 4 said that ODOT did a great job of facilitating discussion, but ODOT's presence may have stifled some opinions. A Region 4 ACT member also felt that it was inappropriate for ODOT to actually rank the projects, because they did not feel that the ACT was then responsible for the end result.
- A Region 5 ACT member felt that the ranking of the subcommittee was a done deal once it reached the ACT.
- Several reviewers across regions noted that the people with the loudest voices dominated the discussion, and that the process may have benefited from a neutral facilitator.

85% of reviewers felt they were able to fully participate in their ACT or committee discussion. Those who did not feel they were able to fully participate said that there were too many people at the table, or that meetings by conference call were limiting. A couple of people also said that the meeting was dominated by a few outspoken individuals.

10) Enhance and Fix-It Projects

35% of reviewers felt that their ACT or committee received enough information about the proposed Fix-It projects to be able to consider how proposed Enhance projects could complement them. 37% said they received somewhat enough information, and 28% did not receive enough information. The response differed across the regions; only 18% of reviewers in Region 2 felt they received enough information, while 70% in Region 5 felt they did receive enough information.

Do you feel that your ACT or committee received enough information about the proposed Fix-It projects?



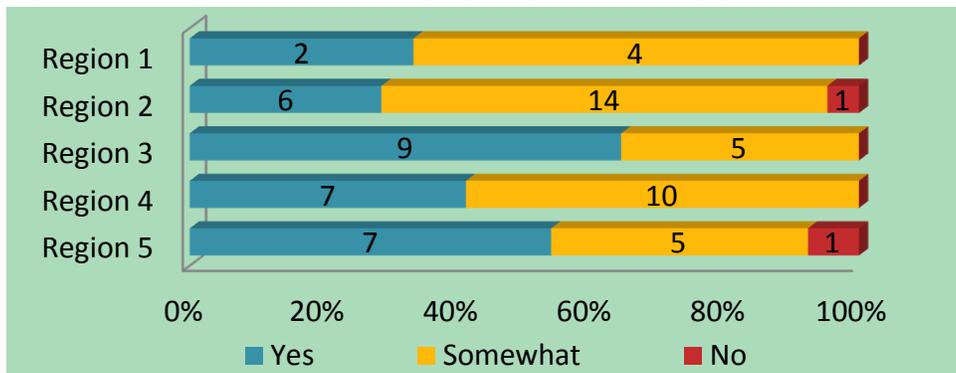
In Region 2, several people said they received no information on the Fix-It projects or received the information too late in the process for it to be meaningfully considered. One person said that Enhance applicants might benefit from having access to proposed Fix-It projects while developing their Enhance applications.

No information regarding Fix-It was included in the joint OBPAAC and Transportation Enhancement review session. In Region 4, several people said that Fix-It information was not part of the discussion. A couple of people said they would like more information on the difference between Fix-It and Enhance projects and how they fit in together.

11) Final Project List

44% of reviewers were comfortable with the list of projects put forward by their ACT or committee. 54% were somewhat comfortable, and 3% were not comfortable. Again, the results varied by region. Reviewers in Region 3 were most comfortable with the project list, while those in Region 2 were less comfortable.

Were you comfortable with the list of projects put forward by your ACT or committee?

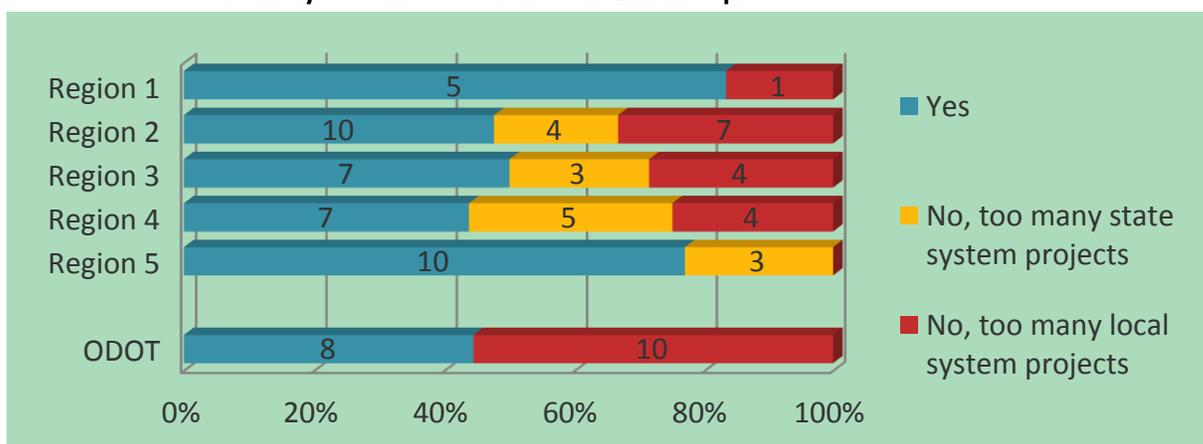


Respondents commented that the limited funding amount precluded larger projects from being considered, while the smaller bicycle, pedestrian, and local needs projects put forward did not address statewide needs. Some felt that the ACT did not consider transit, bicycle, and pedestrian projects equally with other project types. Others felt that the selection process was too subjective or too political, so that the most politically popular projects won, even if they are not the most beneficial.

Respondents also indicated whether they felt that the right mix of projects is likely to come out of the STIP Enhance process, based on three topic areas:

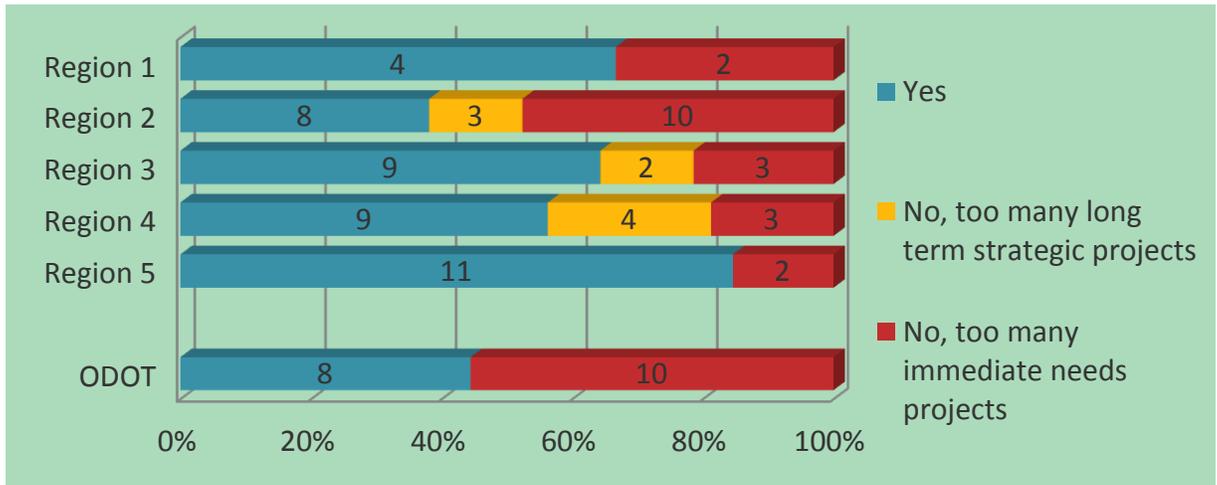
- a) State system vs. local system projects: Over half of respondents felt that the right mixture of state system and local system projects is likely to come out of the STIP Enhance process. 21% thought there will be too many state system projects, and 23% felt there will be too many local system projects. The results varied by region. A majority of ODOT reviewers felt that the process would result in too many local system projects.

Do you feel that the right mixture of state system vs. local system projects is likely to come out of the STIP Enhance process?



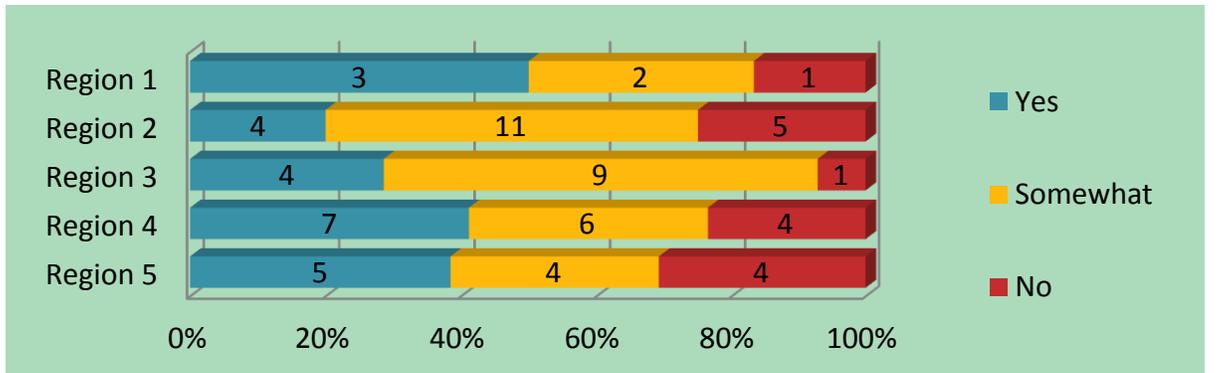
- b) Long term vs. short term projects: 59% of reviewers felt that the right mixture of long term strategic projects and projects that address immediate needs are likely to come out of the STIP Enhance process. 13% felt there will be too many long term projects, and 29% felt there will be too many immediate needs projects. The results varied by region. ODOT reviewers tended to feel that the process will result in too many immediate needs projects and not enough long-term strategic projects.

Do you feel that the right mixture of long term strategic projects vs. projects that address immediate needs is likely to come out of the STIP Enhance process?



- c) Mode investments balance: 33% of reviewers felt that the right balance of different mode investments is likely to come out of the STIP Enhance process. 46% felt that somewhat the right balance will result, and 21% felt that there will not be the right balance. The results varied by region.

Do you feel that the right balance of different mode investments is likely to come out of the STIP Enhance process?



People made comments on which modes they think will likely be overrepresented. One person in Region 1 thought freight would be overrepresented. Reviewers in Region 2 thought that bicycle and pedestrian projects would be overrepresented, and in Regions 4 and 5, respondents thought that local, small projects and bicycle and pedestrian projects would be overrepresented. In Region 3, a few people thought freight and motor vehicle projects would be overrepresented. A respondent from Region 2 noted that, with the limited funding available, it was predictable that more local and bicycle and pedestrian projects would be put forward, especially considering that “state benefit”

was not a pass-fail criteria. What is considered the “right mix” of projects will also vary from region to region and person to person, based on local needs and personal goals.

Reviewers were split regarding which modes to prioritize. Some felt that the process should continue to consider bicycle and public transport projects in the same vein as other modes. Some felt that roadway infrastructure projects should be prioritized, as long as they enhance bicycle and pedestrian facilities. One person suggested limiting bicycle and pedestrian projects to 10% or less of available funding.

49 people shared ideas about how to improve the mixture of projects from the STIP Enhance process. These ideas include:

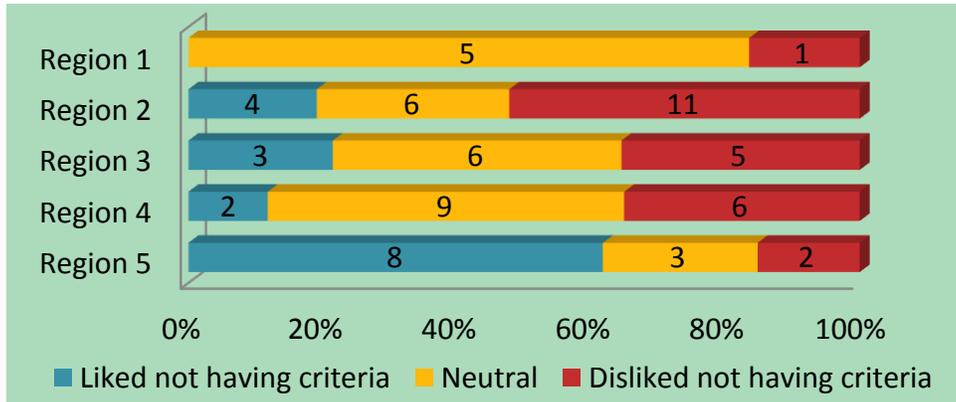
- Make more funding available. (5 comments)
- Create separate pots of money for some project types:
 - Allocate a percentage of funds to each project type, as in the past. (4 comments)
 - Allocate a percentage of funding to each geographic area ahead of the process, so that the ACTs have realistic expectations of how much funding they are working with. (2 comments)
 - Separate services and equipment (such as transit service and buses) from transportation infrastructure. It is inappropriate to consider them together.
 - Have a separate pot of money or application process for bicycle and pedestrian projects.
 - Create separate funding pots for both Transportation Enhance-type projects and Safe Routes to School type projects, and allow local-only applications (no ODOT applications).
- Provide education to ACTs:
 - Provide education to ACTs to improve their understanding of multimodal projects, and provide examples of high quality bicycle and pedestrian and transit projects. (3 comments)
 - Provide a suggested standard to the ACTs of what constitutes “mode balance.”
- Suggestions to create better applications:
 - Clarify better the expectations on percentages for targeting the funds.
 - Projects submitted should have already been vetted through adopted plans.
 - Allow only one project per application.
- Better Communication:
 - Increased communication between state and local jurisdictions on what local jurisdictions feel is needed for the near, mid, and long range.
 - Better communication with the ACTs and local governments (and internal to ODOT).

- Many respondents, particularly ODOT reviewers, felt that the process resulted in too few projects of statewide significance being put forward. Suggestions to ensure more statewide projects are put forward include:
 - Set aside funds for projects of statewide significance to solve bigger transportation issues.
 - Identify statewide priority projects for all modes prior to the application process.
 - Make it easier to consider projects that cross ACT boundaries.
 - Eliminate projects that have limited effect on state system early in the process.
 - Be clearer about statewide goals.
- Solicit more applicants:
 - Ensure that all the agencies that are qualified to apply are involved and that they are represented at the ACT level.
 - Encourage more cities and counties to apply for Enhance funds.
- Suggestions to improve the review discussion:
 - Have a more diverse selection panel for reviewing applications.
 - Invite and include the applicants in the review discussion.
 - Have modal input through the process.
- Allow for more time:
 - Allow more time for the review process. In Region 5, provide more time for discussion for the combined-ACT meeting.
 - Allow more time for prospective applicants to contact and collaborate with other agencies before the application is due so they can submit integrated proposals that solve problems in a more strategic way.

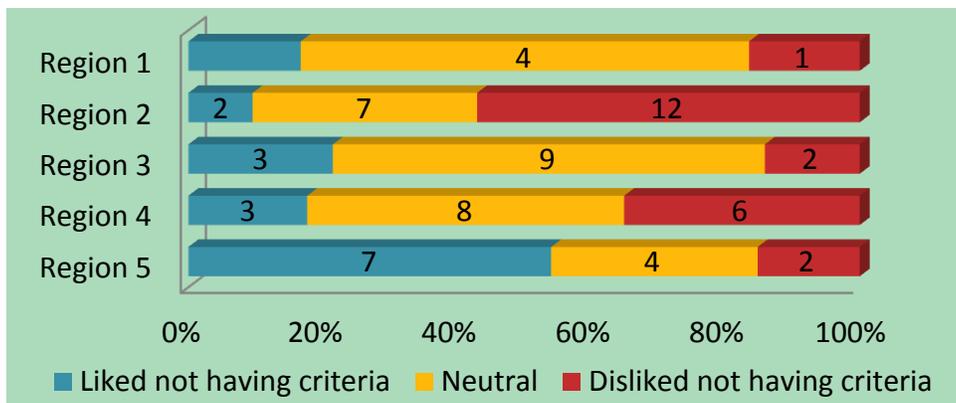
12) Evaluation Criteria

For both the project benefits section and the application as a whole, about 33% of respondents disliked not having review criteria, a little less than 50% felt neutral, and 25% liked not having criteria. The results varied significantly by region, with Region 5 being most positive about not having criteria, and Region 2 being least positive.

How did you feel about not having specific criteria when reviewing project benefits?



How did you feel about not having specific criteria for review of the whole application?



Those that would like to see criteria suggested criteria for the following:

- Engineering readiness
- Goals of the grant program
- Community and/or user benefit (i.e. number of people that will benefit from the project)
- Relationship to Fix-It projects
- Safety
- Cost-benefit analysis or economic benefit
- How the project fits into the regional context or system benefit
- Health and environment benefit
- Reduction in delay/congestion
- OBPA and Transportation Enhancement Committee standards as a guideline for criteria

Some people also suggested pre-ranking or review by ODOT prior to ACT discussion. One person noted that whatever ODOT values and determines a priority should be clearly described for all applicants and reviewers. Some people would like to see criteria that help reviewers

compare small vs. large projects, urban vs. rural projects, as well as the different project modes together.

13) Suggestions to Make Review Process Easier

Respondents shared their ideas about how to make the review process easier next time. Their suggestions mirrored those in response to suggestions for creating a better mix of projects (see 11. *Final Project List* above). In addition, people made the following suggestions:

- Have ODOT staff work with applicants to prepare better applications.
- Have a protocol for communication on email threads.
- Ensure that statewide goals, such as reductions in greenhouse gases and vehicle miles traveled, are met, perhaps by offering incentives for meeting statewide goals.
- Reduce or streamline some questions in the application.
- Allow applicants to make presentations.
- The ACT process of ranking projects as high, medium and low priority worked well.
- Create new dialogue between ACT and local communities, advocates and ODOT staff to create needs lists. Create priorities and get validation of those priorities with input from local jurisdictions.
- Provide technical reviews by ODOT staff and information from them on project viability.
- For statewide review committees, provide more complete information in spreadsheets, or provide full applications.
- Provide a list of Fix-It projects well before the application deadline for Enhance projects.
- Ensure that all ACTs and committees across the state use a similar ranking process and use similar criteria.
- Have a checklist for applicants for specific criteria to be considered in each section of the application.
- Suggestions for different kinds of processes to help prioritize projects:
 - Implement a two-step approach, in which applicants first provide a short, preliminary description of proposed projects that does not take much time. Then, priorities would be set and projects moving to step-two would provide more in-depth applications. This would help smaller jurisdictions apply.
 - One ACT conducted an anonymous, electronic straw vote of priority projects before delving into discussion, which was a useful exercise.
 - Have a subcommittee of broad membership (e.g. specific representation of interest groups at each ACT) that reviews and ranks projects and creates a 150% list. The full ACT would then approve or disapprove that list, with minimal opportunity for changing either its makeup or its order. This would reduce the opportunity for political manipulation.

- Have the ACTS review their own projects for their regions.
- Provide direction on how funding will be distributed to ACTs within each region.
- Do not mix bike projects with highway projects, transit projects, and capacity projects.

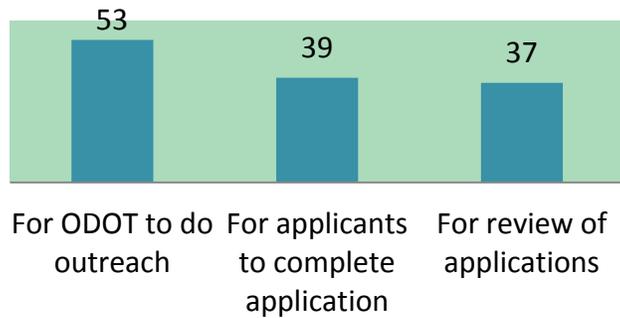
VI. Responses from All Respondents (Applicants and Reviewers)

The final portion of the Enhance survey asked a set of questions that applied to all respondents, including applicants and reviewers. This section summarizes those responses.

1) Time Allocation in Future

Respondents indicated where more time should be allocated in the project selection process in the future, if available. More people felt that additional time should be allocated for ODOT to do outreach about the application process.

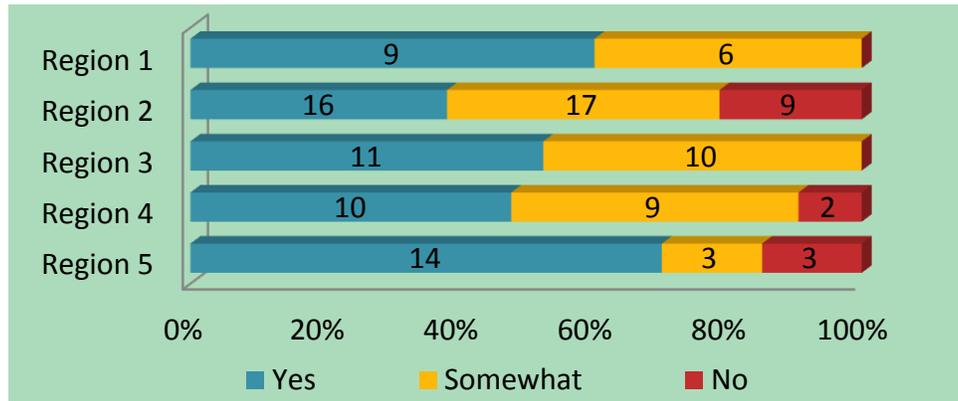
If it becomes possible to provide more time for the STIP Enhance application process in the future, where do you think ODOT should allocate this time?



2) Effective Presentation of Projects

50% of people felt that the Enhance application allowed applicants to present their proposals effectively. 38% felt applicants were somewhat able to effectively present proposals, and 12% felt that applicants were not able to effectively present proposals. Overall, respondents in Regions 1 and 5 felt that the process allowed applicants to effectively present proposals.

Do you feel that the Enhance application allowed applicants to present their proposals effectively?



Many respondents suggested that ACTs allow applicants to make five minute oral presentations. Others suggested having a sub-committee or some kind of pre-review process to conduct an initial review and scoring, and/or provide criteria for applicants to use in preparing their application. Other suggestions from respondents included more technical assistance to applicants, and to require more detailed information rather than vague descriptive statements. Graphics and photos should also be encouraged or even required in applications.

3) Ability to Present Multiple-Component Projects as One Whole

Respondents indicated whether they felt that the application process allowed projects with multiple components (e.g. sidewalk, bus stop, roadway) to be presented as one whole project. 67% of respondents said yes, 28% said somewhat, and 6% said no. Respondents provided the following ideas for how the application could be improved to allow applicants to present projects with multiple components as one whole project next time:

- Provide check boxes in the application for individual multimodal components and be sure everyone knows what will be treated as a multimodal project.
- Require applicants to cost out subcategories separately to facilitate scaling discussions.
- Provide bonus points for multimodal projects.
- Encourage or facilitate partnerships between jurisdictions to apply together for combined funding of projects.

4) Consider Needs and Priorities Together

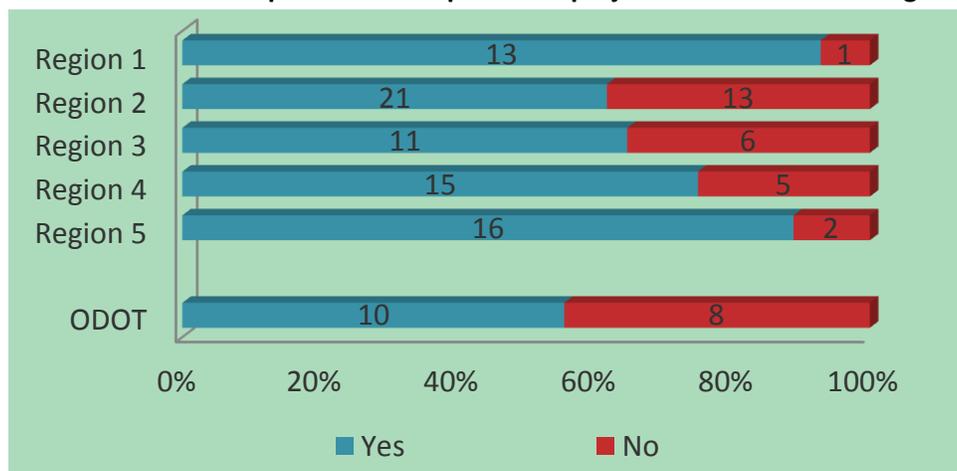
Respondents indicated whether they felt that the application process allowed applicants and reviewers to consider needs and priorities together, independent of specific mode and funding questions. 45% said yes, 50% said somewhat, and 15% said no.

Several comments noted that the application itself does not seem to strengthen or weaken an applicant’s or reviewer’s ability to consider needs and priorities together. One suggestion is that the front-end guidance to applicants and reviewers could say more about priorities. Others commented that it is not really possible to have a thorough discussion and review process without talking about mode and funding issues.

5) Improvement of Projects Selected for Funding

74% of respondents felt that the Enhance process will improve the projects selected for funding in the STIP, although the results varied by region. Nearly all respondents from Regions 1 and 5 felt that the process would improve projects, while only 62% of respondents from Region 2 felt the process would improve projects. 44% of the ODOT respondents felt that the Enhance process will not improve the projects selected for funding.

Do you feel that the Enhance process will improve the projects selected for funding in the STIP?



Respondents who felt that the process will improve projects selected said that they appreciated that ODOT opened up the process to include local input, and that even though the process needs some improvement, they are confident that tweaks based on this survey will result in better projects selected. A number of people said they cannot really answer this question until they see the final projects selected for funding.

Many comments were made by respondents who felt that the Enhance process will not improve the projects selected. ODOT respondents said that projects selected did not seem to be the result of strategic thinking and that the process resulted in too many local and bicycle and pedestrian projects that do not improve the state system. Another ODOT respondent said that combining modes together for funding just highlights the strain between the various modes and is not an improvement.

Some people said that there needs to be objective criteria in the process. If not, group dynamics may take over in the review process and projects with little merit are pursued. One

person noted that this new process does not consider technical merit and feasibility of projects as in the past.

6) What did you like most about the process?

Many diverse responses were given about what respondents liked most about the process. Some of the more common responses include:

- The process allowed presentation of projects as “transportation solutions” and multimodal projects, rather than forcing a project into a category or single mode for funding purposes.
- The ability to submit a wide variety of projects in one process, rather than worrying about determining which funding program to apply to.
- The process provided an opportunity to have a robust local discussion about projects and local decision-making. There was also much more involvement of local jurisdictions in the review process.
- Community members were able to take a more active role.
- It required jurisdictions to be selective and deliberate about the projects to put forward.
- It provided an opportunity to see all projects together as a big picture, rather than in silos by mode. It also allowed for a system-wide view rather than a local view.
- The application seemed simpler and more streamlined than other application forms.
- Applicants were allowed to make oral presentations to ACTs to clarify projects.
- There was better interaction between ACTs, and with ODOT.
- The new process focuses on values rather than strict, objective criteria.
- It provided an opportunity to build relationships and meet people from other jurisdictions and agencies.
- System-wide level thinking was encouraged and recognized.

7) What did you like least about the process?

Many diverse responses were given about what respondents liked least about the process. Some of the more common responses include:

- The lack of criteria or guidelines made it difficult to put together an effective application, and provided no guidance as to how projects would be judged.
- Not enough funding was available for needed projects.
- The process created more competition for funds, and forced rural areas to compete with urban areas for funds.
- The project selection was not based on detailed, technical information. Instead, projects were selected based on politics and subjective reasons.

- Large projects were disadvantaged because of the limited funding. The process also resulted in too many local and not enough statewide projects.
- The timeline was too compressed.
- There was not enough time for a robust review process.
- There was a lack of communication from ODOT regarding applications once projects were submitted (for example, there was no update on application status and next steps).
- Lack of timely information about Fix-It projects.
- Lack of clarity about the roles of ODOT and ACTs.
- Inconsistent processes were used throughout the state. Each ACT and Region seemed to have its own process and criteria.
- The application form was too long.
- There was potential for political interests to outweigh merit-based selection.
- Participants in the process have not yet put aside their mode preferences, but this may change as the process is improved and people get used to thinking in a multimodal way.

Appendix 1: STIP Enhance Process Survey Instrument

- March 31 – May 16, 2014 – Regional Committee Agency Reviews **(LaneACT is consider a Regional Committee and will prioritize applications April 9th, 2014)**
- May 2014 (TBD) – Region 2 Review Committee **(LaneACT Chair and Vice-Chair will be invited to attend)**
- June 2014 – Final Review Committee Prioritization
- July 2014 – Oregon Transportation Commission Hearing
- August 2014 – OTC Final Award

Overview

Area Commissions on Transportation are considered a 'Regional Review Committee' (RRC) for the *ConnectOregon* process. These committees are in addition to Modal Review Committees (MRC), which are committees formed specifically to discuss applications within a certain mode.

On April 9th LaneACT will be asked to prioritize the *ConnectOregon V* applications received in the Lane County area. There were nine applications received. These applications will be sent separately to LaneACT members, when available, with a high level overview of each application presented by ODOT staff at the March meeting. The formal review period for these applications will take place in April, with a detailed process outlined in how these projects will be reviewed and discussed.

It is important that ACT members do not discuss application merit outside of the formal public meeting held on April 9th.

In April, the process will occur as follows:

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.

Formal Public Hearing

LaneACT has the option to provide a formal public comment period for this item. The LaneACT will hold a public hearing at their April 9th meeting.

Applicant Presentations and Respond to LaneACT Questions

The LaneACT may invite presentations from applicants on an equitable basis, inviting every applicant for projects under that ACT's purview. All presentations from applicants are to be conducted during the public meetings. Applicants are not required to attend. The LaneACT has asked the applicants be present at the April 9th meeting to respond to questions. No applicant presentations will be provided.

LaneACT Deliberation

The RRC (i.e. The LaneACT) will review projects based on information provided through:

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

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

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

The 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.

LaneACT Prioritization

LaneACT members will be required to prioritize the nine projects and 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.

To assist in prioritization, the Statutory Consideration Review completed by *ConnectOregon* staff will be used as a basis for the prioritization process. All *ConnectOregon* review committees and the OTC must consider the statutory consideration review when prioritizing or selecting projects. The Statutory Considerations follow:

- a. Whether a proposed transportation 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 transportation project is a critical link connecting elements of Oregon’s transportation system that will measurably improve utilization and efficiency of the system;
- d. How much of the cost of a proposed transportation project can be borne by the applicant for the grant or loan from any source other than the Multimodal Transportation Fund.
- e. Whether a proposed transportation project is ready for construction.

Tiers

To support the review committees’ prioritization process ConnectOregon 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. The tiers include:

- Tier 1 (41-50 Points) - The application demonstrates the project meets **all** five considerations thoroughly
- Tier 2 (31-40 Points) - The application demonstrates the project meets **most** considerations thoroughly
- Tier 3 (21-30 Points) - The application demonstrates the project meets **some** considerations thoroughly
- Tier 4 (1-20 Points) - The application **fails** to demonstrate the project meets any of the considerations thoroughly

ACT and MPO Protocols

The coordination protocols between the LaneACT and MPO recognize that the Central Lane MPO will provide priority recommendations to the ACT for applications within the MPO area of Lane County. There are three applications within the MPO area:

- City of Eugene Bike Share
- Lane Transit District Franklin Boulevard Phase 1 Transit Stations
- Lane Transit District West 11th Bicycle-Pedestrian Bridge Connections

Per protocol, the ACT must insert the MPO ranked priorities within the LaneACT priority list, in the order established by the MPO. While MPO area applications do not have to be lumped together, the priority order cannot be rearranged by the LaneACT. The Metropolitan Policy Committee will prioritize MPO area applications on March 6th.

LaneACT April 9th Process

At the January LaneACT meeting, the LaneACT determined the following process:

- Separate public testimony period will be held for the COV item. Public testimony will be scheduled for 45 minutes, individual testimony times will be determined based upon the amount of participants testifying.
- No presentations by applicants will be accepted. However, applicants are encouraged to attend to respond to any questions received by the LaneACT.
- The LaneACT meeting will be extended by one hour (5:30-8:30p) to allow for prioritization.

LaneACT Recommendation

Once the LaneACT has prioritized the projects, ODOT staff will document and submit the process and priorities to ConnectOregon Staff.

Following the LaneACT meeting in April, ODOT Region 2 will hold a Region Review Committee in May (day and time TBD) which will consist of ACT Chairs and Vice-Chairs to prioritize applications for Region 2. These priorities will then go to a Final Review Committee in June.

The Final Review Committee will meet and develop one prioritized list to the Oregon Transportation Commission.

Discussion

At the March LaneACT meeting, ODOT staff will give a brief overview of each COV application in ODOT Region 2, Area 5 (Lane County) and recap the process for the April LaneACT meeting. The LaneACT cannot discuss project merits at the March meeting.

The project summary spreadsheet is attached. Please note that further discussion of the spreadsheet and its contents will be discussed at the March meeting.

ConnectOregon V
Review Summary Spreadsheet 2/28/14

MODE	APP #	APPLICANT	PROJECT NAME	PROJECT SUMMARY	CO GRANT FUNDS REQUESTED	MATCH AMOUNT 20% OF GRANT	ADDITIONAL MATCH	TOTAL PROJECT COST	STATUTORY & ECONOMIC BENEFIT REVIEW*	Tier 1 - 41-50 Tier 2 - 31-40 Tier 3 - 21-30 Tier 4 - 1-20 Tier**	ECONOMIC BENEFIT SCORE (OBDD/ODOT) Scale 1-10***	COMMITTEE PRIORITIES RANGE 1-n	PRIORITY
Air	2A0322	City of Creswell	Airport Taxi-lane/water/ sewer line improvements	This project has three parts: Construction of taxilanes, Installation of a "loop" water line connection to CityWater and Phase I-Engineering Design to connect the Creswell Hobby Field Airport to the City Sewer System. Infrastructure improvements to the airport will not only allow the needed growth but will also bring jobs-trainable labor as well as positions requiring additional skill sets.	\$ 1,997,000.00	\$ 299,250.00	\$ 447,522.00	\$ 1,943,772.00	33	2	7	Not Available Until End of March	To Discuss in April
Bike/Ped	2B0268	Port of Siuslaw	Siuslaw Bulkhead Restoration & Estuary Trail	This project will repair 800' and restore 350' of failing Siuslaw River bulkhead to maintain a critical link for marine transportation in Florence and allow for business expansion; and complete sections of the Estuary Trail which will link existing transportation routes and connect downtown employers and services with customers north of Highway 126.	\$ 1,669,823.20	\$ 417,455.80		\$ 2,087,279.00	22	3	5	Not Available Until End of March	To Discuss in April
Bike/Ped	2B0269	City of Eugene	Eugene Bike Share	The City of Eugene proposes development of a public bike share system consisting of approximately 170 bicycles and 24 stations located near residential, shopping, employment, and transit centers in downtown Eugene and nearby areas including the University of Oregon (UO). This bike share system will fully integrate with a 4 station, 40 bike system being implemented on the UO campus in spring 2014.	\$ 909,066.00	\$ 227,267.00		\$ 1,136,333.00	32	2	4	Not Available Until End of March	To Discuss in April
Bike/Ped	2B0304	McKenzie River Ranger District, USFS	McKenzie River Trail Resortation	This project includes the replacement of five major trail bridges, two major reroutes, and heavy tread maintenance work on the McKenzie River National Recreation Trail. A grant for three of the bridges has already been received from a Recreation Trails Program (RTP) Grant from the Oregon Recreation and Parks Program (ORPD). A successful grant from Connect Oregon will fund the remaining work.	\$ 152,988.00	\$ 38,247.00	\$ 52,883.00	\$ 244,118.00	24	3	6	Not Available Until End of March	To Discuss in April
Bike/Ped	2B0305	McKenzie River Ranger District, USFS	O'Leary Train Complex Restoration	The goal of this project is to restore the O'Leary Mountain Trail Complex in order to make the bike trail system more accessible to a broader range of people by improving the tread surfaces and rerouting the trails where necessary.	\$ 81,200.00	\$ 20,300.00	\$ 4,969.00	\$ 106,469.00	16	4	5	Not Available Until End of March	To Discuss in April

ConnectOregon V
Review Summary Spreadsheet 2/28/14

Bike/Ped	2B0319	Lane Transit District	W 11th Bicycle-Pedestrian Bridge Connections	LTD and its partners are making a significant investment in high-quality bus rapid transit along W11th Avenue. This project will build 3 bicycle-pedestrian connectors - critical links between residential areas north and south of the corridor and jobs and services along W11th. The connectors also enhance access to the EmX network, improving the project area's links to the entire region.	\$ 2,866,645.00	\$ 716,661.00	\$ 2,255,726.00	\$ 5,839,032.00	45	1	8	Not Available Until End of March	To Discuss in April
Bike/Ped	2B0339	Oregon Parks and Recreation Department	Bike Pods of Oregon	"Bike Pods of Oregon" encompasses a statewide roll out of 12 Bike Pods and 7 Bike Hubs. "Bike Pods" are strategically located in State Parks throughout the state to serve long distance overnight bicyclists. "Bike Hubs" provide amenities for day use cyclists and are located on public land, primarily in communities, along popular destination cycling routes.	\$ 348,000.00	\$ 87,000.00		\$ 435,000.00	27	3	6	Not Available Until End of March	To Discuss in April
Rail	2R0292	Roseburg Forest Products	UP Rail Expansion	This project includes re-establishing a once existing Union Pacific Railroad spur in a public transload facility located in Junction City, Ore. This will provide rail access to two Class I railroads and will expand shipping capacity not only for the local business community but throughout the Pacific Northwest as well.	\$ 3,200,000.00	\$ 800,000.00		\$ 4,000,000.00	35	2	8	Not Available Until End of March	To Discuss in April
Transit	2T0283	Lane Transit District	Franklin Blvd Phase 1 Transit Stations	LTD and the City of Springfield are working together to ensure that transit improvements are a key component to the transformation of Franklin Boulevard in Glenwood. This project will be the first phase of improvements made to EmX stations along Franklin Blvd to enable transit to function with a redesigned roundabout roadway. This will in turn maintain a critical transit connection for the area.	\$ 648,000.00	\$ 162,000.00	\$ 125,000.00	\$ 935,000.00	41	1	9	Not Available Until End of March	To Discuss in April

*Includes Economic Benefit in score. See page 2 of applications for Statutory Considerations score breakdown

**Tier 1 - Meets all five Statutory Considerations. Tier 2 - Meets most Considerations. Tier 3 - Meets some Considerations. Tier 4 - Meets no Considerations.

***1 (less) - 10 (most) economic benefit



Lane Area Commission on Transportation

895 Willamette Street, Suite 500, Eugene, Oregon 97401-2910
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Agenda Item 9
Recruitment Process Review



February 28, 2014

TO: Lane Area Commission on Transportation (LaneACT)

FROM: Mary McGowan, Lane Council of Governments

SUBJECT: Recruitment Process Review

Action Recommended: Approve a Bicycle and Pedestrian Designated Stakeholder recruitment strategy.

Background

The LaneACT Bylaws require at least four (4) Designated Stakeholder members to represent Trucking, Rail, Bicyclists and Pedestrians, and Environmental Land Use. In addition, under the bylaws the LaneACT shall appoint between four (4) and six (6) Other Stakeholder members to represent other interests. These will be four year terms.

Emily Swenson resigned from her position with the LaneACT serving as the Bicycle and Pedestrian Designated Stakeholder. Her term was set to expire at the end of June 2017. The bylaws note that the LaneACT will reappoint or replace Designated and Other Stakeholder members as their terms expire or they resign. The new stakeholder will be appointed to serve out the remaining term of the original stakeholder. In this way, we can keep the recruitment timeframes consistent.

Discussion

Staff is seeking input on how the LaneACT would like to fill the Bicycle and Pedestrian Designated Stakeholder position after the mid-term resignation of Emily Swenson.

There are typically three options for recruitment given these circumstances:

- **Option A:** Fill the position from other applications that were submitted in the most recent recruitment process, if a qualified candidate is available. In this option, no recruitment process would be needed, if the new appointment is agreed to by the LaneACT members.
- **Option B:** Fill the position through targeted outreach efforts to interest groups and seek recommendations from leaders in the bicycle and pedestrian community.
- **Option C:** A combination of both Option A and Option B.

Recommendation

However, during the last recruitment process there were no bicycle and pedestrian specific applicants. Staff recommends the LaneACT consider filling the position through targeted outreach efforts to interest groups and seek recommendations from leaders in the bicycle and pedestrian community.

MINUTES

Metropolitan Policy Committee
Springfield City Hall, Library Meeting Room – 225 Fifth Street
Springfield, Oregon

February 6, 2014
11:30 a.m.

PRESENT: Kitty Piercy, Chair; Alan Zelenka (City of Eugene); Marilee Woodrow, Christine Lundberg (City of Springfield), Pat Farr (Lane County), Frannie Brindle, (Oregon Department of Transportation), Gary Gillespie (Lane Transportation District), Jerry Behney (City of Coburg), members; Ron Kilcoyne (Lane Transit District), Brenda Wilson (Lane Council of Governments), Bill Morgan for Alicia Hays (Lane County), Gino Grimaldi (City of Springfield), Rob Inerfeld (City of Eugene), Petra Schuetz (City of Coburg), *ex officio* members.

Paul Thompson, Mary McGowan, Milo Mecham (Lane Council of Governments); Tom Schwetz, Theresa Brand, Sasha Luftig (Lane Transit District); Tom Boyatt, David Reesor (City of Springfield), Savannah Crawford (Oregon Department of Transportation), Carleen Riley, Rob Zako, guests.

WELCOME AND INTRODUCTIONS

Ms. Piercy called the meeting to order and welcomed everyone to the Metropolitan Policy Committee (MPC) meeting. Those present introduced themselves.

ADJUSTMENTS TO THE AGENDA/ANNOUNCEMENTS FROM MPC MEMBERS

Ms. Piercy thanked the MPC for the honor of being chair. She announced that the inclement weather had delayed the arrival of some MPC members and therefore agenda items requiring action would be delayed until a quorum was present.

COMMENTS FROM THE AUDIENCE

There was no one wishing to offer public comments.

METROPOLITAN PLANNING ORGANIZATION (MPO) ISSUES

Update on Statewide Transportation Improvement Programs (STIPs)

Ms. Brindle said the STIP Stakeholder Working Group was developing criteria for the 2017-20 STIP, including definitions of statewide and regional significance. She said the next application cycle would be streamlined by having advisory committees (freight, bike/ped, etc.) recommend criteria for projects at the beginning of the process, instead of weighing in on applications as the 150 percent and 100 percent lists were developed. She said 2015-18 STIP Enhance projects approved by the Oregon Transportation

Commission (OTC) were out for public review and comment. The Oregon Department of Transportation (ODOT) was working with applicants to develop pre-award letters that set forth the scope of the project, local and other match requirements, obligation dates and delivery methods. She expected that project acceptance letters would be issued in June and July 2014 and used to inform the intergovernmental agreements (IGAs).

ODOT Update

Ms. Brindle announced that Mary Olson had resigned from the OTC and Susan Morgan, Douglas County Commissioner, had been appointed as her replacement. No replacement had been announced yet for OTC member Mark Frohnmayer, whose term would expire in May 2014, and Dave Lohman would replace Pat Egan at OTC Chair.

Ms. Brindle said the TIGER grant application process was underway and invited interested agencies to coordinate with ODOT. She said the OTC was determining which projects it wished to promote as statewide priorities, although ODOT could partner on local projects approved by Area Commissions on Transportation (ACTs).

Ms. Piercy commented that if Mark Frohnmayer was leaving the OTC the Central Lane Metropolitan Planning Organization (MPO) would no longer have a representative on the commission. She asked how the MPO could provide input on a replacement for Mr. Frohnmayer. Ms. Crawford said suggestions for replacement candidates should be made to the Governor's Office and there was an application form on the Governor's website.

Ms. Piercy encouraged MPC members to consider who might be a good representative from the area and those thoughts known to the Governor's Office. Ms. Wilson said the Mayors' Roundtable had encouraged the LaneACT to have that conversation as it had the broadest representation from the MPO. She said would let the appropriate person in the Governor's Office know the region was having a discussion about Mr. Frohnmayer's replacement on the OTC.

Rail Update

Ms. Piercy reported that the State's Passenger Rail Committee had narrowed the list of alternative routes between Portland and Eugene to three primary options. Corvallis was not on the list, but there was a strong recommendation that a way to better connect Corvallis to the rail system was needed. Another issue still under discussion was a tunnel in the Portland area. She noted that there was a much greater awareness in the state about the importance of freight and passenger rail.

LaneACT Update

Ms. Crawford announced that Hilary Wylie was the new LaneACT chair and George Greer the vice chair. The February ACT meeting was canceled and the next meeting would be on March 12, 2014.

Lane Transit District Long-Range Transit Plan (LRTP)

Mr. Schwetz distributed a handout entitled *LTD's Long-Range Transit Plan Goals and Policies*. He said the fundamental reason for planning, developing strategies and making choices was to sustain the benefits LTD provided to the community in the future. He gave an overview of the LRTP's development, which began

four years earlier with discussions with community leaders to identify community visions for the future and the role of transit in achieving those visions. Key community values included connection, livability, equity, safety, sustainability and engagement and those became the basis for LTD's LRTP goals.

Mr. Schwetz drew the MPC's attention to Policy 1.1, which would implement a network of frequent transit corridors to serve existing and future high-density land uses throughout the region. The intent was to coordinate LTD's decisions about investments at the corridor level with the growth and development strategies of the region. He asked the MPC to review and comment on the draft LRTP before its adoption by the LTD Board.

Ms. Piercy asked if any trends were noticed in the comments received to date. Mr. Schwetz said the comments generally requested clarifications in some areas; no particular issues were noted.

Ms. Piercy asked if people had expressed fear of losing connectivity elsewhere as the EmX system expanded. Mr. Schwetz said that specific issue had not be raised; the LTRP was a framework for LTD, regional partners and the community to build a transit system that met the needs of the region into the future.

Mr. Gillespie said he chaired LTD's EmX Steering Committee and the question of connectivity had been raised during discussions. As a result the West Eugene EmX Extension included connections to bike routes and bike paths and the LTD Board continued to emphasize those connections.

Ms. Piercy stressed the importance of clearly communicating to the public in order to address fears about lost connectivity. Mr. Kilcoyne said LTD wanted to have a broader discussion of what it should represent to the community and agreed it was important to allay concerns that regular bus service would be diminished as a result of EmX or high frequency corridor expansion.

In response to a question from Mr. Zelenka, Mr. Kilcoyne said that when the first phase of EmX was implemented in 2007, regular service was increased in 2007 and 2008. Subsequent cuts in service as a result of the 2009 recession were delayed through various strategies, but ultimately had to be implemented in 2010-11 and resulted in the impression that EmX was the cause. He noted that when the first phase of EmX between Springfield and Eugene was implemented, it did not decrease the number of trips; it reduced the number of buses needed to provide the level of service and ridership had tripled on the corridor.

Ms. Lundberg thanked LTD for its responses to Springfield staff comments on the LRTP. She emphasized the need to work in partnership to assure everyone was proceeding in the same direction with the same goals.

Ms. Piercy commented that federal agencies had commended LTD for its efforts.

ConnectOregon V

Mr. Thompson said that applicants for three of the four projects were in attendance; however, the representative from Northwest Container Services was unable to attend and present that project due to weather conditions. He said the issue was time sensitive because the MPC was due to prioritize the applications and provide input to the LaneACT at its March meeting. He recommended that the MPC hear presentations from those present, hold the public hearing, and schedule the remaining presentation at its March meeting prior to making a decision. He said the Northwest Container Services representative was in agreement with that recommendation. Ms. Piercy determined there were no objections.

Mr. Farr arrived at 12:15 p.m. and a quorum was established.

City of Eugene Bike Share Application

Mr. Inerfeld stated that bike share systems were becoming increasingly popular, with over 30 operating in the United States and 135 across the globe. The purpose was to provide access to bicycles for short trips of typically one-half to three miles. Users could pick up a bicycle at any self-serve station in the network and return it to any other station near their destination. Membership in the system ranged from daily to annual; an annual membership in systems ranged from \$58.00 to \$75.00. He described how bike share stations would be located throughout the community, compliment transit service and benefit the local economy. The City's application was for 24 bike share stations and 170 bicycles; the City's system would be integrated with the University of Oregon's four station/40 bicycle system and capable of expansion. The soon-to-be-completed Regional Bike Share Feasibility Study would determine what operational model was best suited to the community.

In response to questions from MPC members, Mr. Inerfeld said the application was for funding for 24 stations and 170 bicycles; the University had already secured funding for its system. He said some bikes would be provided with cable locks, but the system was not designed for people to use them to attend meetings or other activities where the bike would be locked up for a long period of time; it was typically point-to-point transportation with the bike returned to a station at the end of the trip. Funding included a mechanism for redistributing bikes among stations to assure availability. The bikes cost \$1,200 each and were extremely durable. He said the feasibility study would identify whether local bike shops were interested in being involved in maintenance of the system; it would also confirm the number and location of stations and bikes.

Lane Transit District Franklin Boulevard Phase 1 Transit Stations Application

Mr. Schwetz distributed an aerial photograph entitled *Franklin Blvd Phase 1 Transit Station* to illustrate the design and location of the proposed transit station at the Franklin Boulevard/McVay Highway intersection. He said the station would function with the City of Springfield's planned traffic roundabout at that site. He said the project would be in partnership with the City. There were currently 147 weekday EmX boardings at the location and about 35,000 jobs within one-third mile of existing EmX stations. Springfield's redevelopment plans would increase that number and the site would likely serve as a major point of transfer for the Lane Community College (LCC) campus and the rest of the region. He noted the letters of support included with the application.

In response to a question from Mr. Zelenka, Mr. Schwetz explained that the current station was a basic model; the new station would be enhanced to accommodate transfers and the flow of traffic in the roundabout.

Mr. Farr complimented the station design and improved interaction between cars and buses.

Lane Transit District West 11th Bicycle-Pedestrian Bridge Connections Application

Mr. Schwetz distributed a handout entitled *West 11th Avenue Bicycle-Pedestrian Bridge Connections* that illustrated the locations of the proposed connections. He said the project involved three multi-use bridge connections across the Amazon Channel to the bike paths parallel to West 11th Avenue. In addition to the bridges, there would be improvements lighting and landscaping, access and security. He said the ConnectOregon funding request would be matched by LTD from its federal funds. The project would

provide connections to jobs and services; the handout showed the concentration of housing, employment and services, as well as minority and low-income populations within the catchment area of the bridges. He noted the letters of support for the project.

Mr. Grimaldi asked if the bridges had been prioritized. He said it was difficult to prioritize them, although the Commerce Street bridge had less density of connections than the Buck Street and Wallis Street bridges. Mr. Kilcoyne added that LTD had not prioritized the bridges because all three connections were important.

Mr. Farr said that some patrons of the Court Sports facility were concerned with the proximity of an EmX station and potential loss of parking. Mr. Schwetz said LTD was exploring options for moving the EmX terminus station away from that location to avoid parking issues.

Ms. Piercy commented that the State had made multi-modal connections a priority and the City of Eugene was aware that those type of connections in West Eugene needed improvement. She felt the project would achieve that.

Ms. Piercy opened the public hearing and explained the procedures for providing testimony.

Connor Shields, Eugene, said he was a University of Oregon student, an avid bicyclist and had recently joined the Live/Move student organization, which advocated for multi-modal transportation methods in Eugene and Springfield. He supported the City of Eugene's Bike Share application because it would promote student access to the surrounding community. He described his experience with the Envision Eugene effort and supported the concept of the 20-minute neighborhood.

There being no one else wishing to speak, Ms. Piercy closed the public hearing.

ELECTION OF MPC CHAIR AND VICE CHAIR

Mr. Zelenka, seconded by Ms. Woodrow, nominated Ms. Lundberg to serve as MPC Chair and Mr. Farr to serve as MPC Vice Chair. Ms. Lundberg and Mr. Farr were unanimously elected to the positions of Chair and Vice Chair; 8:0.

Ms. Lundberg accepted the gavel and thanked Ms. Piercy for her service.

APPROVE December 5th, 2013, Meeting Minutes

Ms. Piercy, seconded by Ms. Woodrow, moved to approve the December 5, 2013, meeting minutes as submitted. The motion passed unanimously, 8:0.

APPOINTMENT OF OMPOC MEMBERS

Mr. Thompson explained that OMPOC was the Oregon MPO Consortium and consisted of the eight Oregon MPOs. The OMPOC Policy Board was comprised of two representatives from each of the MPOs' policy boards and was reappointed on an annual basis. He said the Central Lane MPO's current representatives were Christine Lundberg and Doris Towery.

Mr. Zelenka, seconded by Ms. Woodrow, moved to appoint Ms. Lundberg and Ms. Towery as the local representatives to the OMPOC Policy Board. The motion passed, 7:0:1; Mr. Gillespie abstaining.

Mr. Farr indicated his interest in serving as an OMPOC representative if Ms. Towery was unable to do so.

METROPOLITAN CABLE TELEVISION COMMISSION (MCTC)

Mr. Mecham said the MCTC was composed of MPC members from Eugene, Springfield and Lane County; those jurisdictions had franchises with Comcast to provide cable services. As part of the renewal process five years earlier, Comcast was required to provide a report on its services and performance to the jurisdictions and the jurisdictions could then determine if they wished to conduct a review of level and quality of service and franchise fee payments. He noted that the MCTC had previously authorized staff to solicit an expert firm to conduct the review, with a special focus on franchise fees. Staff received, reviewed and scored four proposals and was recommending that the firm of Ashpaugh and Sculo be selected to conduct the review. He asked for approval of the recommendation so that staff could proceed with negotiating a contract.

In response to a question from Mr. Gillespie, Mr. Mecham said the last review cost approximately \$25,000; the estimate for the proposed review, which would encompass a longer period of time, was \$35,000. He said the franchise provided that Comcast would pay reasonable costs associated with the review. He felt the amount of \$35,000, which resulted from a competitive process, was reasonable, although Comcast had expressed concerns.

Ms. Woodrow, seconded by Mr. Zelenka, moved to authorize staff to send notice of intent to award, and enter into negotiations with the firm of Ashpaugh and Sculo for a franchise fee review of franchise fee and PEG fee payments by Comcast Cable, and if successful, to enter into a contract with Ashpaugh and Sculo. The motion passed, 4:1; Mr. Farr voting no.

Mr. Farr explained that he had questions regarding the nature of Comcast's concerns.

METROPOLITAN PLANNING ORGANIZATION (MPO) ISSUES

Amendment to Springfield State Transportation Program-Urban (STP-U) Funds

Mr. Thompson said the request was to amend the Metropolitan Transportation Improvement Program (MTIP) to reprogram some MPO discretionary STP-U from one City of Springfield STP-U funded project to another. He said those projects had been combined into one project and there would be funds left over. The City was requesting that the remaining funds be transferred to another City project - the Glenwood Connector Path - which the MPC had originally funded with STP-U money. The transfer would facilitate, in partnership with ODOT, the purchase and installation of a Pedestrian Hybrid Beacon at the path's confluence with Franklin Boulevard.

Mr. Thompson said there had been a change to the request since the agenda packet was issued. Instead of transferring \$217,375 to the Glenwood Path project for purchase of the beacon and right-of-way, ODOT would now be purchasing the beacon as part of its Willamette River Bridge project. The revised request was for a transfer of \$155,000 of the \$217,375 to ODOT's Willamette River Bridge project and the balance to

the City of Springfield's Glenwood Path project. If the MPC approved the revised request he would provide a revised resolution to Ms. Lundberg for signature. He said there was typically a 30-day public comment period. The comment period was opened the previous week, although all of the involved projects had previously been subjected to public comment periods. Because of the time sensitive nature of the acquisitions, Mr. Thompson asked that the comment period be closed at this time.

Ms. Lundberg opened the public hearing. There being no one wishing to speak, the public hearing was closed.

Ms. Piercy, seconded by Ms. Woodrow, moved to close the public comment period. The motion passed unanimously, 8:0.

Ms. Piercy, seconded by Ms. Woodrow, moved to approve Resolution 2014-01 to transfer \$217,375 of STP-U funds from the A Street and Thurston Road Preservation and Pedestrian Enhancement project into the Glenwood Connector Path Project and the Willamette River Bridge project. The motion passed unanimously, 8:0.

Mr. Thompson said he would transmit copies of the revised resolution to MPC members.

Development of Statewide Transportation Options Plan

This item was postponed to a future meeting as the presenter was unable to travel from Portland to Springfield due to the weather.

Scenario Planning Update

Mr. Thompson reported that the reference, or base case, modeling would be revisited by the Project Management Team (PMT) to examine some of the initial assumptions. He hoped to provide the MPC with base case scenario results from modeling at the next meeting. In addition the model was being prepared for sensitivity testing to determine how various combinations of policies would influence future scenario outcomes. He said the public involvement website was now available at <http://www.clscenarioplanning.org> and the PMT had approved a public involvement plan. He noted that the agenda materials listed members of the Equity Sub-TAC (Technical Advisory Committee) and identified the issues the Sub-TAC would address when determining if there was disparate impact on certain populations under various scenarios.

Ms. Lundberg asked that project staff present an in depth look at the scenario planning project.

MTIP Administrative Amendments

Mr. Thompson clarified that the Roosevelt Blvd-Garfield St - Bike/Ped project was an ODOT project, not a City of Eugene project.

Other Items

Mr. Thompson provided an update on the bicycle counter replacements authorized by the MPC at its last meeting. He said staff had estimated replacement costs at \$2,700 per unit, but at the direction of the MPC

was exploring the possibility of purchasing replacements through a local firm. At this time it appeared the local product was promising and its cost was only \$400; however it would need to be validated to determine whether its accuracy and reliability were consistent with project needs. He said field tests would be conducted in conjunction with ODOT and the local firm. He would provide an update when tests were completed.

Ms. Wilson pointed out that all votes of the MPC required at least one affirmative vote from Eugene, Springfield and Lane County. In the matter related to the Metropolitan Cable Television Commission there was no affirmative vote from Lane County, which she felt did not result in a valid authorization of staff to move forward.

Mr. Farr indicated he was willing to change his vote.

Ms. Piercy, seconded by Ms. Woodrow, moved to reconsider the motion to authorize staff to enter into negotiations to contract for a review of Comcast Cable franchise fees. The motion passed, 5:0.

Ms. Woodrow, seconded by Ms. Piercy, moved to authorize staff to send notice of intent to award, and enter into negotiations with the firm of Ashpaugh and Sculo for a franchise fee review of franchise fee and PEG fee payments by Comcast Cable, and if successful, to enter into a contract with Ashpaugh and Sculo. The motion passed unanimously, 5:0.

The meeting was adjourned at 1:15 p.m.

(Recorded by Lynn Taylor)

<p style="text-align: center;"><i>February 12, 2014</i></p> <ul style="list-style-type: none"> • <u>No Meeting</u> 	<p style="text-align: center;"><i>March 12, 2014</i></p> <ul style="list-style-type: none"> • STIP Public Hearing (10m) • Appreciation Letters (5min) • STIP Survey Results and Report (30m) • COV Projects (30m) • Recruitment Process Review (10min) • Bylaw Review (5m) 	<p style="text-align: center;"><i>April 9, 2014</i></p> <ul style="list-style-type: none"> • COV (All Meeting+) 	<p style="text-align: center;"><i>May 14, 2014</i></p> <ul style="list-style-type: none"> • ARTS • Work Plan • Bylaw Review
<p style="text-align: center;"><i>June 11, 2014</i></p> <ul style="list-style-type: none"> • Work Plan Revision/Adoption 	<p style="text-align: center;"><i>July 9, 2014</i></p> <ul style="list-style-type: none"> • STIP Criteria Review & Project Attributes 	<p style="text-align: center;"><i>August 13, 2014</i></p>	<p style="text-align: center;"><i>September 10, 2014</i></p> <ul style="list-style-type: none"> • STIP Fix-It List Available

*Schedule is tentative and still to be determined

<i>October 8, 2014</i>	<i>November 12, 2014</i>	<i>December 10, 2014</i>	<i>January 14, 2015</i>
<ul style="list-style-type: none"> • STIP Enhance Applications Available 			

Other Pending Items (schedule still to be determined):

- Tom Bowerman: OSU statewide Oregon Values and Beliefs Survey
- LaneACT discussions on new transportation funding structures (?)
- EmX Presentation (?)
- Columbia River Crossing (?)
- Seismic Lifeline Routes Identification (?)
- Oregon Freight Advisory Committee (OFAC) commodity flow presentation (?)
- *Beltline Ramp Meters (SUMMER? NO UPDATED ANALYSIS UNTIL THEN) (?)*
- *TO Plan (SPRING?)*
- Passenger Rail Update
- Gas Tax Pilot Update
- Traffic Safety Update
- Statewide Scenario Planning Update
- Update on Lane County TSP (Need to confirm with LaneCo)
- Main Street Corridor Planning Process update
- Airport Update

LaneACT Attendance 2013-2014

Stakeholder	MAR '13	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB '14
Coburg	X	X	X	X	X	X	X	A	X		X	
Cottage Grove	X	X	X	X	X	X	X	X	A		X	
Creswell	A	X	A	X	X	A	X	X	A		X	
Dunes City	X	X	X	A	X	X	X	X	X		X	
Eugene	X	X	X	X	X	X	X	X	X		X	
Florence	X	X	A	X	X	X	A	X	X		X	
Junction City	A	X	X	A	X	X	X	X	A		X	
Lowell	X	X	A	X	X	X	X	X	X		A	
Oakridge	A	X	X	X	A	X	X	X	X		X	
Springfield	X	X	X	X	X	X	X	X	X	C A N C E L L E D	X	C A N C E L L E D
Veneta	X	X	X	X	X	X	X	X	X		X	
Westfir	A	X	X	A	X	X	A	A	A		X	
Lane County	X	A	X	X	X	X	A	X	X		X	
Port of Siuslaw	X	X	X	X	X	A	A	A	X		X	
Lane Transit District	X	X	X	X	X	X	X	X	X		X	
Confederated Tribes	A	X	X	A	X	X	X	X	X		X	
ODOT Area 5	X	X	X	X	X	X	X	X	X		X	
Central Lane MPO	X	X	X	X	X	X	X	X	X		X	
LC Road Advisory	A	A	A	X	X	A	X	X	A		X	
CLMPO CAC - Vacant	X	A	A	A	A	A	A	A	A	A		
Highway 126 E	X	X	X	X	X	A	X	X	X	X		
DS Trucking - McCoy	X	X	X	A	X	X	X	X	A	X		
DS Rail - Callery	A	X	X	X	X	A	X	X	X	X		
DS Bike/Ped - Swenson	X	A	X	A	X	A	A	A	X	Vacant		
DS Envir LU - Nelson	A	A	A	A	A	X	X	X	X	X		
OS - Gary McNeel	X	X	X	A	A	X	X	X	X	X		
OS - Eugene Organ	X	X	X	X	X	A	X	X	X	X		
OS - George Grier	A	X	X	X	X	X	X	X	A	X		
OS - Ryan Pape'	X	X	X	X	A	X	X	A	X	X		
OS - Jennifer Jordan						X	X	X	X	X		
OS - Timothy Doll						A	A	X	X	A		
TOTAL	20 (28)	25 (28)	24 (28)	20 (27)	24 (30)	23 (30)	24 (30)	25 (30)	23 (31)	No Meeting	27 (31)	No Meeting



Lane Area Commission on Transportation

859 Willamette Street, Suite 500, Eugene, Oregon 97401

541.682.4425 (office)

Membership 2014
Last Update March 1, 2014

Jurisdiction	Member	Email	Phone	Address
Lane County				
Primary Rep	Sid Leiken Commissioner	sid.leiken@co.lane.or.us	541.682.4203	125 E 8 th Avenue, PSB Eugene, OR 97401
Alternate Rep	Jay Bozievich Commissioner	jay.bozievich@co.lane.or.us	541.682.3719	125 E 8 th Avenue, PSB Eugene, OR 97401
Coburg				
Primary Rep	Jerry Behney Councilor	rdy876@gmail.com	541.683.6544	32738 E. Dixon Street Coburg OR 97408
Alternate Rep	Judy Volta	judyvolta@yahoo.com	541-206-5337	32738 E. Dixon Street Coburg OR 97408
Cottage Grove				
Primary Rep	Thomas Munroe Mayor	mayor@cottagegrove.org	541.942.5501	400 E. Main St. Cottage Grove OR 97424
Alternate Rep	Jake Boone Councilor	councilorboone@cottagegrove.org	541.653.7413	400 E. Main St. Cottage Grove OR 97424
Creswell				
Primary Rep	Dave Stram Mayor	dstram@creswell-or.us	541.895.2531	PO Box 276 Creswell OR 97426
Alternate Rep	Michelle Amberg City Administrator	mdamberg@creswell-or.us	541.895.2531	PO Box 276 Creswell OR 97426
Dunes City				
Primary Rep	Maurice Sanders Councilor	Maurice.sanders@dunecity.com	541.997.3338	PO Box 97 Westlake OR 97493
Alternate Rep	Fred Hilden City Recorder	recorder@dunescity.com	541.997.3338	PO Box 97 Westlake OR 97493
Eugene				
Primary Rep	Kitty Piercy Mayor	kitty.piercy@ci.eugene.or.us	541.682.5010	125 East 8 th Avenue 2 nd Floor, PSB Eugene, OR 97401
Alternate Rep	Alan Zelenka Councilor	alan.zelenka@ci.eugene.or.us	541.682-8343	125 East 8 th Avenue 2 nd Floor, PSB Eugene, OR 97401

Florence				
Primary Rep	Nola Xavier Mayor	nola.xavier@ci.florence.or.us	541.997.3437	250 Hwy 101 Florence OR 97439
Alternate Rep	Jacque M. Betz City Manager	jacque.betz@ci.florence.or.us	541.997.3437	250 Hwy 101 Florence OR 97439
Junction City				
Primary Rep	Dave Brunscheon Mayor	daveb1@nu-world.com		PO Box 250 Junction City OR 97448
Alternate Rep	Jim Leach City Council	leaco@comcast.net	541.998.8489	385 Timothy Street Junction City OR 97448
Lowell				
Primary Rep				PO Box 490 Lowell OR 97452
Alternate Rep	Gary Reese City Councilor	gorillaluv@hotmail.com	541.937.8769	PO Box 490 Lowell OR 97452
Oakridge				
Primary Rep	Jerry Shorey Mayor	northwindenw@msn.com	541.782.5997	PO Box 1410 Oakridge, OR 97463
Alternate Rep	Lester Biggerstaff City Councilor			P.O. Box 1197 Oakridge, OR 97463
Springfield				
Primary Rep	Hillary Wylie City Councilor [LaneACT Chair]	hwylie@springfield-or.gov	541.852.2147	339 South E Street Springfield OR 97477
Alternate Rep	Christine Lundberg Mayor	mayor@springfield-or.gov	541.520.9466	2031 Second Street Springfield OR 97477
Veneta				
Primary Rep	Tom Cotter City Councilor	tcotter@ci.veneta.or.us	541.935.0521	88098 Huston Road Veneta OR 97487
Alternate Rep	Ric Ingham City Administrator	ringham@ci.veneta.or.us	541.935.2191	PO Box 458 Veneta OR 97487
Westfir				
Primary Rep	Rob DeHapport Mayor	westfircity@gmail.com	541.782.3733	PO Box 296 Westfir OR 97492
Alternate Rep				
Confederated Tribes				
Primary Rep	Bob Garcia	bgarcia@ctclusi.org	541.999.1320	1245 Fulton Avenue Coos Bay OR 97420
Alternate Rep	Jeff Stump	jstump@ctclusi.org	541.888.9577	1245 Fulton Avenue Coos Bay OR 97420

Port of Siuslaw				
Primary Rep	Ron Caputo Board President	roncaputo@charter.net	541.997.4961	87729 Sandrift Florence OR 97439
Alternate Rep	Bob Forsythe Port Manager	manager@portofsiuslaw.com	541.997.3426 (w)	PO Box 1220 Florence OR 97439
Lane Transit District				
Primary Rep	Michael Dubick Board Member	michael.dubick@ltd.com	541.895.4056	PO Box 838 Creswell OR 97426
Alternate Rep	Ron Kilcoyne General Manager	ron.kilcoyne@ltd.org	541.682.6105	PO Box 7070 Eugene OR 97401
ODOT Area Manager				
Primary Rep	Frannie Brindle Area 5 Manager	frances.brindle@odot.state.or.us	541.726-5227	644 A Street Springfield OR 97477
Alternate Rep	Savannah Crawford Area 5 Planner	savannah.crawford@odot.state.or.us	541.346.8623 541.747.1354	720 E 13 th Ave, Ste. 304 Eugene OR 97403
Central Lane MPO				
Primary Rep	Paul Thompson Transportation and Infrastructure Program Manager	pthompson@lcog.org	541.682.4405	859 Willamette St., Suite 500, Eugene OR 97401
Alternate Rep	Brenda Wilson Executive Director	bwilson@lcog.org	541.682.4395	859 Willamette St., Suite 500, Eugene OR 97401
LC RAC				
Primary Rep	Sean Barrett Member	sean@svfr.org	541.999.8164	PO Box 1422 Florence OR 97439
Alternate Rep				
CLMPO CAC – No longer meeting				
Primary Rep				
Alternate Rep				
Highway 126 East				
Primary Rep	Charles Tannenbaum	caroltan@q.com	541.736.8575	40882 McKenzie Hwy Springfield OR 97478
Alternate Rep				

Designated Stakeholders					
Trucking	Bill McCoy	billm@monelsontrucking.com	541.912.2259 (C) 541.746.7192	1199 N Terry St, Sp 322 Eugene OR 97402	Term Expires June 30, 2017
Rail	Martin Callery	mcallery@portofcoosbay.com	541.267.7678	PO Box 1215 Coos Bay OR 97420-0311	Term Expires June 30, 2015
Bicycle & Pedestrian					Term Expires June 30, 2017
Environmental Land Use	Mia Nelson	mia@friends.org	541-520-3763 (W)	PO Box 51252 Eugene, OR 97405	Term Expires June 30, 2015
Other Stakeholders					
	George Grier [LaneACT Vice- Chair]	ggrier@efn.org	541.726.6131	1342 ½ 66 th Street Springfield OR 97478	Term Expires June 30, 2017
	Gary McNeel	garystraffidata@yahoo.com	541.731.1681 (H)	310 Pitney Lane, Unit 39 Junction City OR 97448	Term Expires June 30, 2015
	Eugene Organ	eorgan@lilaoregon.org	541.683.6556 (H) 1.866.790.8686 (W)	2850 Pearl Street Eugene OR 97405	Term Expires June 30, 2017
	Ryan Pape'	rpape@pape.com	541.915.7286 (H) 541.868.8912 (W)	PO 407 Eugene OR 97440	Term Expires June 30, 2015
	Timothy Doll	tim@flyeug.com	541-682-5430 (W)	28855 Lockheed Drive Eugene OR 97402	Term Expires June 30, 2017
	Jennifer Jordan	jennifer.jordan@co.lane.or.us	541 682 3781 (W)	151 W 7th Ave, Suite #410 Eugene OR 97401	Term Expires June 30, 2017