

**Minutes of Meeting
April 5, 2018, 9:00 AM
Oregon Department of Transportation
3012 Island Avenue
La Grande, Oregon**

Members and Alternates present:

Bill Harvey, Michelle Owen, Mary Jo Carpenter, Jim Doherty, Karen Pettigrew, Jacob Cain, Tom Fellows, Byron Smith, Steve McClure, Scott Hartell, Susan Roberts, Dennis Sands, JD Tovey, Angie Peters, Mavis Hart, Gloria Bowman, Matt Scrivner and Aaron Palmquist

Guests present:

Ray Crapo, Shae Talley, Burke O'Brien, Matt Hughart, Doug Ferguson, Brian McDowell, Kathleen Cathey for Senator Wyden's Office, and Andrea Wechmueller-Behringer for MPO.

ODOT Staff:

Craig Sipp, Tom Strandberg, Mike Barry, Frank Thomas, Teresa Penninger, Lisa Hill and Sandy Lowe

Opening Meeting:

- Chairman Steve McClure called the meeting to order
- Roll call of voting members – Quorum present
- Introductions:
 - The Commission welcomed voting member Gloria Bowman, Freight Representative
- Announcements: Scott Hartell, City of La Grande Planning Director, is replacing Tom Carman

Public and/or Stakeholders Comments: None

Standing Items & Reports:

- Approval of the February 1, 2018 – Tom Fellows moved and Susan Roberts second; minutes unanimously approved.
- OTC/ODOT Updates – Craig Sipp
 - April is Distracted Driving Awareness Month
 - One of ODOT's employees was involved in a rollover accident heading to Pendleton. He is okay and this is an example of how we need to be more, and more aware of distracted drivers. Billie Jo Deal, Traffic Safety Coordinator, is involved in bringing the distracted crash vehicle of Alexxys Therwhanger, who died in an incident in 2016, around the state to increase awareness.
 - We have two new faces within ODOT.
 - David Kim who is the new Statewide Project Delivery Manager and is responsible for project development, design and construction.
 - Steve Cooley who is the new ODOT Chief Engineer. This is the only position within ODOT that needs OTC approval.

North East Area Commission on Transportation (NEACT)

- House Bills:
 - HB4054 Homeless – this bill addresses the homeless issues in cities with a population of 500,000 or more. ODOT will work with local jurisdictions to address shelter services and the removal of personal property and cleanup process to restore property to public use. Hermiston and Ontario are developing a homeless population.
 - HB4059 – this bill provides technical fixes and policy changes related to the implementation of HB2017. There are additional funding issues that need to be addressed with more technical changes to come.
 - HB4062 – this bill relates to streamlining DMV fees and license plate transfers.
 - HB4063 – Establishing an autonomous vehicle program task force to address AV policies and rule-making.
 - HB4111 – Upgrading Oregon ID and Driver’s license to “Real ID”.
 - HB5201 – this bill provided the additional 179 position allocation requested by ODOT. Maintenance will receive 20 of the 179.
 - HB2017 will be phased in over the next 10 years as well as the new positions.
 - Region 5 will receive 3 of the 20 maintenance positions
 - Region 5 received 5 new positions. Recruitments will begin for:
 - Geotech Engineer
 - Archaeologist
 - ROW Agent/Agreements Coordinator
 - Assistant Project Manager
 - Maintenance Engineer
 - Next year legislative milestone; Region 5 will be asking for 4 additional positions; Hydraulic Engineer, two Construction Specialists and a Traffic Manager.
 - Next year Legislative Concepts;
 - Motor Carrier going paperless with weight/mile tax
 - DMV continued technology upgrades
 - HB2017 technical fixes and policy changes
 - Driver Licenses – incorporating into the federal data review
 - HB2017 ongoing agenda item to meet the milestone requirements
 - Region 5 will be tracking and reporting monthly on the status of the new Transload Facility in Ontario.
 - Safe Routes to School Infrastructure Program draft is out for review. Workshops on how to apply for these funds will be held over the next couple of months.
 - A Joint ACT Meeting will be held in Baker City on June 18th. Please mark your calendars. The location has not been determined yet.
 - Region 5 will be receiving up to \$10 million in transit funding. Applications will be submitted in the fall.
 - The STIF Rules Advisory Committee (RAC) is a 10 member committee. There is no Eastside representation on the committee.
 - Matt Garrett, ODOT Director, now reports directly to OTC
 - The agency will be outsourcing up to 70% of its work. This will require ODOT employees to take procurement and contract training to effectively handle the outsourcing process.
 - ODOT continues to build and develops its in-house staff
 - FAST ACT/MAP 21 – ODOT will coordinate and work with cities and counties to develop uniform standards to report the conditions of pavements and bridges
 - OTC is working on its Work Plan roles and responsibilities

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- Work Plan topics: HB207 Implementation, Continuous Improvement Advisory Committee, Management Review, Service Transformation Program (STP), ODOT Budget, 21-24 STIP, Partner & Stakeholder Relationships
- OTC Member Paula Brown has resigned with a replacement in May.

- Local Program & JTA Update – Mike Barry
 - SCA (Special City Allotments) program committee is proposing to raise the allotment from \$50k to \$100k. The committee will be meeting again to address this change.
 - If you are applying for Fund Exchange, please submit as soon as possible
 - The agreements are out to the cities and counties for the HB2017 earmarked STIF projects
 - ARTS – Morrow, Umatilla and Grant agreements have been revised from 1 agreement to 3.

- Regional Solution Team (RST) Update – Brian McDowell, RST Business Oregon
 - Fifteen Region Infrastructure Fund pre-applications were received; 7 were competitive with 3 extremely competitive. The application process is still open until April 30th. Funding is between \$50k and \$1m. If project costs are over \$200k make sure in the application that the project is scalable and describe the phases. Each region will receive \$200k with a total statewide of \$1.2m. A total of 2 to 3 projects will be selected in September and presented to the legislature. Funds will be available in the Spring of 2019
 - RST is now fully staffed with Phil Stenbeck as the new LDCD member
 - Immediate Opportunity Fund (IOF) is used to revitalize industrial areas. OTC set aside gas tax money as a funding source for these types of projects. After taking a project through all the available funding options, IOF might be an option as this is a great program when a project fits the requirements. RST received an IOF request to complete the paving at the Baum Industrial Park which will be going before OTC for approval.

- 15-18 STIP Enhance Accounting Report - Craig Sipp
 - This report is the checkbook for the 15-18 STIP projects underway and shows the expenditures to date.
 - The John Day project has been cancelled due to the additional ADA requirements increasing the cost of the project. City of John Day spent \$50k of federal funding on the project. City of John Day will need to develop a project within the next 10 years or pay back the funds spent. The STIP funds from this project will be placed in the contingency fund for any project overruns. Using the contingency funds for a project will require NEACT approval.
 - ADA compliance has become an issue with projects. An inventory of ADA ramps found that 90% of the ramps on the system failed. The slope design standard was 8.7% and if the ramp was 8.8% it failed. The standards are being revised. ODOT has 20-25 years to replace the existing failed ramps.
 - ODOT will be doing ADA projects in Enterprise and Union this year.

- 21-24 STIP Process Update - Craig Sipp
 - ODOT continues to develop the STIP 150% fix-it list. The list will be completed and reviewed at the Joint ACT Meeting on June 18th.

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- There will be no Enhance projects this STIP cycle. The projects were identified in HB2017. ODOT will continue to leverage and increase funding where the need is identified.
- Region 5 will receive \$1m in SRTS.
- ARTS projects for 21-24 STIP will focus on 1) corridor needs and 2) safety site intersections with accident rates. Safety is compiling this information.

➤ **Old Business:**

- NEACT Freight Representative Gloria Bowman is on board.

➤ **New Business:**

- Strategic Business Plan – Craig Sipp
 - Craig shared with the group:
 - Five Year Vision
 - Four strategic priorities for ODOT over the next 5 years
 - Key elements of the strategic business plan
 - Updated Mission Statement
 - Updated Values
 - Timeline for implementation



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- Travel Shed Presentation: Matt Hughart, Kittelson & Associates
 - Region 5 Travel Shed Plan enables the region to compete for transit funds identified in HB2017. The plan has established that there is a benefit in the region which is a benefit when applying for funds.
 - The next step is to approve the draft plan which should be at the end of the summer.

Partner Updates – All

➤ **County/Cities Roundtables:**

- Norm Paullus has retired and there will be a reception on April 9 between 3:30 and 5:30 PM at the La Grande Public Library.
- Burke O'Brien was presented with a plaque thanking him for his years of service as a member of NEACT.

➤ **By-ways Update:** None

➤ **LOC/AOC Update:** Links to meeting schedules:

LOC Link:

<http://www.oregocities.org/MemberServices/RegionalMeetings2018/tabid/6845/language/en-US/Default.aspx>

AOC Link:

<http://oregoncounties.org/events/calendar/>

➤ **Transit Update:**

- PTAC ADA Work Group is reviewing the ODOT 40 year plan and will be providing comments on opportunities to better serve ADA issues. The group will begin to research into the root cause of the high turnover in CDL drivers, the ADA training that goes with them when they leave and how this impacts transit.

North East Area Commission on Transportation (NEACT)

- Annual Transportation Conference will be held in Bend, Oregon on October 27-28, 2018.
 - Grant Award for Rail/Transit; Region 5 received several vehicles
 - HB2017 technical change to allow Non-Profit Providers to apply for funding was not implemented this time. Non-Profit Providers will need to go through and work closely with Counties and tribes when applying for transit funds.
 - There will be two application periods; November 2018 to February 2019 and April to June 2018. Public Transit Association will be providing an online tool. There will be only one document to complete.
 - STIF Rules comment period is open until April 21, 2018. STIF website link: <http://www.oregon.gov/ODOT/RPTD/Pages/STIF.aspx>
 - Continue to leverage transit projects with ODOT highway projects. ODOT is available for feedback on project applications. Keep Craig and Lisa posted on your applications. STIF Application Update will be an ACT Agenda item during the application process.
 - Cycle Oregon will be in Eastern Oregon between September 8-15, 2018.
 - Oregon Bike/Ped Advisory Committee will be holding a workshop on April 9-10, 2018 in Astoria.
 - Tax started on bikes. Tax is based on the size of the wheel and adults are now using smaller wheels on bikes in order to avoid paying the tax.
 - This will be the last year for the Hells Canyon Motor Cycle Rally in Baker City. The person who organizes the event is retiring. This will be a big impact in tourist dollars for Baker City.
- Freight Update:
- There will be a freight safety meeting to identify trouble spots
 - ELD System Reporting has been active for 6 months and Bowman Trucking is being audited by ODOT
- CTUIR Update:
- Tribe is look at redesign options at the I-84/OR331 left turn lane near the truck stop. The draft Oregon Public Transportation Plan prepared by the Policy Advisory Committee is open for public comment. Link to plan: http://www.oregon.gov/ODOT/Planning/Pages/OPTP_PAC.aspx
- MPO Update:
- Currently involved in Annual Reporting

Joint ACT Meeting:

June 18, 2018

Baker County Public Library

2400 Resort Street, Baker City, Oregon