



# Highway 62 Corridor Project

**Date:** August 27, 2004

**From:** Kathy Helmer, RVCOG

**Re:** **CITIZEN ADVISORY COMMITTEE (CAC) MEETING  
MINUTES for August 25<sup>th</sup>, 2004**

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**Members in Attendance:** Bill Blair; Becky Brooks; David Christian; Mike Malepsy; Mike Montero; Richard Moorman; Bob Plankenhorn; Susan Rachor; Don Riegger; Dale Shaddox; Wade Six; Nanci Watkins; Paige West.

**Members Absent:** Mike Gardiner; Curt Burrill.

**Location:** Girl Scouts of Winema Council, 2001 N. Keene Way, Medford.

**Guests:** Five members of the public.

**Staff Present:** Debbie Timms, Gary Leaming, Jerry Marmon; Mike Arneson; Brian Dunn; and Greg Holthoff of ODOT; Terry Kearns and Jamie Snook of URS; John Morrison and Kathy Helmer of RVCOG;

## 1.0 Introductions

John Morrison convened this first meeting of the Highway 62 Corridor Project CAC at 6:05 PM. He welcomed the CAC members, expressing appreciation for their commitment to this two-year process. John reviewed the meeting agenda and objectives. The objectives were: 1) to become acquainted with CAC and Project Team members; 2) to develop an understanding of the Highway 62 Corridor Project; 3) to understand roles and responsibilities; and 4) to understand the project outcome.

Each staff member introduced him/herself, providing some information on his/her staff role. CAC members then introduced themselves, adding remarks about their personal and professional ties to the corridor. John Morrison remarked on the diverse array of

perspectives that they brought to the planning process, as well as their geographic distribution throughout the Hwy 62 corridor.

## **2.0 Project Overview**

Referring to the materials in his power point presentation, Terry Kearns provided an overview of planning activities related to the Highway 62 Corridor that have occurred since the mid-1990s. Terry explained why the corridor was divided into two sections, one being the N. Medford Interchange area and the other being the corridor from Poplar Drive in Medford to White City.

## **3. Roles and Responsibilities**

Debbie Timms led the presentation on the Project Development Team. Debbie described the team, its role and responsibilities. She noted that, as Project Leader, she was responsible for that team. She mentioned that CAC members were not expected to understand transportation terms and that they would be provided with a list of acronyms commonly used in transportation planning.

John Morrison then described the purpose of the Citizen Advisory Committee (CAC) and the roles and responsibilities of its members. John noted that the CAC would be asked to designate a CAC Chair at a future meeting. The Chair will work with the Project Management Team to build agendas and ensure that any emerging issues or concerns of CAC members are communicated to the management team. The Chair can act as a neutral messenger for those CAC members who are uncomfortable expressing their concerns during the meetings.

John spoke about the purpose of public involvement activities and its guiding principles. The overarching goals of public involvement are to build community understanding of a project and to provide an effective vehicle for valuable public input. John encouraged CAC members to share all questions and comments throughout the process. There will be a project website containing all project information, including meeting minutes. The project will proceed in a clear and transparent manner.

Debbie Timms noted that the CAC will make their recommendations by consensus and a vote of the majority. She cautioned that this could be a contentious project and people might wish to voice their concerns through the CAC members. She asked CAC members to think about whether they wanted both their name and phone number available to the general public. As CAC members, their names will be part of the public record.

The CAC agreed that they would like a list of CAC member email addresses for their own use. Debbie Timms said that would be developed and distributed to them.

John Morrison noted that Curt Burrill and Mike Gardiner were unable to attend this first CAC meeting due to previous commitments. He noted that some members on the CAC

had been involved in previous planning activities for Highway 62. These members, namely Mike Malepsy, Mike Montero, and Curt Burrill, would provide some institutional memory for the process.

During the CAC recruitment process, some 750 letters were sent to property and/or business owners in the study area. The letter contained a questionnaire about the person's ties to Highway 62, as well as the question "What issues concern you most about the Highway 62 Corridor and improvements that might be made there?" John Morrison reviewed the responses received. People raised a variety of concerns and issues, detailed in the document "Citizen Advisory Committee Recruitment Questionnaire Response Themes", provided in the CAC meeting packet and summarized in the power point presentation.

Mike Montero commented that it would be helpful to have an overview of the process explaining some of the constraints on and limitations to the planning process contained within the law, including the boundaries on "what we can and can't do". He said that there are many jurisdictions involved, each with their own plans, that make up the "working environment" for the project. He offered this as a suggestion for an item on the next CAC agenda.

#### **4. Meeting Schedule**

Terry Kearns explained the chart in the meeting packet entitled "Highway 62 Corridor Project Schedule", explaining the overall phases in the project. He noted that the Environmental Analysis was very important since it deals with all the factors, apart from engineering, that must be considered in the project. The project should be completed in January 2007.

Terry Kearns also reviewed the content for meetings over the next six months, presented in the sheet entitled "Next Steps". He noted that both the topics on NEPA and Highway Design, originally scheduled for September and October, would likely be covered during the September meeting.

John Morrison then asked the group if they would be able to continue meeting on the fourth Wednesday of each month, with the exception of months with major holidays during that week. One member had a conflict with fourth Wednesdays. Mike Montero noted that past CACs had a protocol whereby absent members could email their comments to be shared at the meeting.

The group went through a process of elimination and ultimately decided that the fourth Monday was the best meeting time to meet. Debbie Timms said that she would have to check with Project Development Team and Resource Technical Team members to see if the change would work for them, too. Their meeting schedule is coordinated with the CAC meeting, since the project consultant needs to be in town for both meetings. Staff will be in touch with CAC members regarding the next meeting date.

Summing up items that had been identified as needed during the meeting, Debbie Timms noted that staff would provide CAC members with a list of CAC members' email addresses, names and contact information for all consultants and ODOT staff, and a list of transportation planning acronyms.

## **5. Public Comment**

John Morrison opened the public comment session, inviting the public to speak. Dr. David Gilmore noted that he had been to a meeting a few years ago and felt that it was a done deal. He was glad and encouraged that the project would be looking at alternatives. He said that the project was going in the right direction.

## **6. Comfort Check**

John Morrison explained that at the end of each meeting, each person would be asked to share his/her reactions to the meeting, as a way of gathering immediate feedback on process. Debbie Timms began by expressing her appreciation for the CAC; she told them that she wanted full and open communication with all members. They should feel free to call her or any other staff member with concerns or questions. Jerry Marmon said how important the CAC would be in finding a solution that would work for the whole community. Mike Arneson and Terry Kearns both said that this would be an interesting process. Mike Montero said he thought this would be a rewarding process for everyone. He said how important it was to listen carefully to each other; that brilliant ideas often come from people with the least background in transportation planning. David Christian agreed, saying that, as a social worker, he believed that communication was the most important aspect of working with others. Bob Plankenhorn said he had never worked with anything like this before and he was excited by the prospect. Bill Blair said he felt the same way. Richard Moorman said that the project had been needed for a long time. Wade Six said he appreciated Dr. Gilmore and Earl Wood attendance at the meeting and that people truly need to listen to each other. Paige West said she was excited about the future of the area. Don Riegger said he was very sorry to miss the next two meetings, as he would be on vacation. Dale Shaddux said it would be good to have more information on role clarification and the decision-making hierarchy at the next meeting; he wondered if the project would run into segmentation issues. Nancy Watkins said this was the first time she had participated in a project of this scope and was excited about it.

## **7. Adjournment**

John Morrison adjourned the meeting at 7:30 PM, thanking everyone for their participation.