

Central Oregon Area Commission on Transportation (COACT)

September 9th, 2026 | 3-5pm | Hybrid

In-Person

ODOT Region 4 Headquarters, Building M, Baney Conference Room (63055 N Hwy 97, Bend, OR 97701)

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AGENDA

- | | | |
|------|---|---|
| 3:00 | <u>1. Call to Order & Introductions</u> | <i>Chair/Vice Chair</i> |
| 3:05 | <u>2. Public Comment</u> | <i>Chair/Vice Chair</i> |
| 3:10 | <u>3. COACT Business</u> <ul style="list-style-type: none">• ACTION: Approve April Meeting Minutes | <i>Chair/Vice Chair</i>
Attachment A |
| 3:15 | <u>4. CIP update</u> | <i>Ken Shonkwiler/Amanda Pietz/Tova Peltz</i>
Attachments B, C, D
Attachment D is an excel document emailed separately from the packet
<i>*Sent out in the latest meeting invite</i> |
| 4:15 | <u>5. Charter and Work Plan Update</u> | <i>Emerald Shirley</i>
Attachments E, F, G |
| 4:30 | <u>6. Roundtable Updates/Sharing</u> | <i>COACT Members</i> |
| 5:00 | <u>7. Adjourn</u> | <i>Chair/Vice Chair</i> |

Next Meetings:

Executive Committee October 1, 2026

COACT November 12, 2026

Central Oregon Area Commission on Transportation (COACT)

Meeting Minutes – April 9, 2026 | 3-5pm | Hybrid

In-Person

ODOT Region 4 Headquarters, Building M, Baney Conference Room (63055 N Hwy 97, Bend, OR 97701)

Chair: Commissioner Patti Adair (absent)

Members Present: Commissioner Seth Taylor, David Roth, Councilor Gina Franzosa, Councilor Emerald Shirley, Bob Townsend, Jeff Everly, Councilor Scott Smith, Commissioner Phil Chang, Chris Doty, Cheryll Pellerin

Others Present: Ken Shonkwiler, Joel McCarrol, Jovi Arellano, Chris Doty, Tarik Rawlings, Jessica MacClanahan, Sean Passage, Tyler Deke, Wendy Every, Rachel Zakem, Tarik Rawlings, Aoibhe Richardson

MINUTES

3:00 **1. Call to Order & Introductions**

Chair/Vice Chair

Commissioner Taylor called the meeting to order at 3:06PM

3:10 **2. Public Comment**

Chair/Vice Chair

3:15 **3. COACT Business**

Chair/Vice Chair

- ACTION: Approve February Meeting Minutes

**Attachment A
February 2026 Meeting Minutes**

3:30 **4. COACT/ODOT Capital Investment Plan**

Emerald Shirley/COACT Chairs

Emerald Shirley provided a recap of the CIP, the discussion from the previous COACT meeting, and the goal for the day: to decide on the top five priority projects COACT would like to advance for review in the CIP process. She shared a draft list of five projects based on the prior meeting's discussion of top priorities. The list emphasized US 97 and fatal and severe crashes, as requested by the Board. The draft list included:

- US 97/OR 361 Intersection Improvement
- US 97: Veterans Way–SW Yew Avenue (Redmond)
- US 97 Traversable Median Improvements
- US 20/Empire/US 97
- Intersection of Powell Butte Highway and Highway 126

Commissioner Taylor noted the importance of putting forward projects on US 97 because they have a strong chance of scoring well given the current focus on US 97 safety. He also highlighted that the

Central Oregon Area Commission on Transportation (COACT)

draft list spans multiple counties and represents high-impact areas aligned with the Board's life-safety priorities.

Councilor Franzosa asked whether crash and fatality data had been presented at the last meeting, and whether the draft top five reflects that data. She also noted that the US 20/3rd Street bike/ped improvement project is low-cost and wondered how it ranks relative to the crash data. A discussion followed about the strategy behind the COACT list, the possibility of projects showing up on asset or Region lists for CIP review, and the potential for some projects to be funded through other sources such as Safe Routes to School or grant programs. Jim Scholtes noted that three intersections in this corridor are being studied as part of the VCR project, and he and Councilor Franzosa will follow up offline regarding potential projects.

Ken Shonkwiler joined the meeting and introduced his new role as Project Manager for the CIP. He shared that the draft COACT CIP list came from extensive work by the group and is a solid, competitive list. He also reminded the group that they needed to identify both their top five projects and an additional ten below that.

Chris Doty and Jessica MacLahan advocated for the OR 126 & 25th and OR 126 & Helmholtz projects, noting their very high priority for the Redmond community. Jessica raised a concern that the US 97 Veterans to Yew project may be too large to be funded. Ken clarified that when comparing projects, it is helpful to refer to the heat maps showing where the OTC CIP criteria will score highest. The US 97 corridor ranks very highly relative to the OTC investment goals—higher than OR 126. He also noted serious pavement needs on the south end of US 97 in Redmond and a high number of fatal and serious-injury crashes.

Commissioner Taylor made a motion to approve the draft top five projects as COACT's top priorities. The motion passed unanimously.

The group then turned to selecting ten additional priority projects, using the heat maps to understand how projects would score and noting which projects are large enough to require federal grant funding, such as the US 20 wildlife crossing project. The remaining high-urgency projects, as well as medium-urgency projects with strong regional significance, were selected for inclusion in the list of ten additional projects. Ken confirmed that the list can be revised over time if needed.

4:20 **5. US97 Safety Initiative & Letter of Support**

Commissioner Taylor

Commissioner Taylor introduced a letter of support outlining the urgent need for safety improvements along US97. It has been signed by all Klamath County, Deschutes County and Jefferson County commissioners and brought to Salem legislators. Commissioner Taylor asked the COACT members to sign it as well. Councilor Franzosa offered to bring it to City of Bend council as well. She also requested that an additional bullet is added to the engineering section calling out pedestrian over crossings or safe pedestrian crossing, and Commissioner Chang agreed to update the letter. Many people missed the letter in the meeting packet and requested it be sent out again for review. Commissioner Taylor requests it is presented to each city council.

Commissioner Taylor made a motion for COACT to sign as a supporting entity for the letter. The motion passed unanimously.

Central Oregon Area Commission on Transportation (COACT)

4:40 **6. Roundtable Updates/Sharing**

COACT Members

Rachel Zakem, ODOT shared there is an upcoming public comment period on the expressway designations, likely in May or June and any comments about highways on the list or changing any other designations can be submitted at that time.

Emerald Shirley, ODOT gave an update that region 4 is submitting a FLAP application for a safety improvement project on US97 near Vandervert Rd. It has been submitted previously, and would separate the highway and continue the 4 lane section.

Chris Doty, Deschutes County: The county is also submitting for a handful of FLAP projects, most maintenance and preservation focused. The county has wrapped up their Century Corridor Project and a public outreach piece associated with it. One option is a barbell double roundabout solution to deal with the congestion and safety issues in the Sun River corridor area. This would be one of the last projects the county can commit to given the funding situation, as the last 3 -5 years of their CIP is more or less a deferred project list.

Tarik Rawlings, Deschutes County: The Terrebonne Community Plan is kicking off and there was an open house the Tuesday before this meeting. There will be additional open houses through the summer.

Commissioner Cheryl Pellerin, (Sisters): The ODOT curb ramp project in Sisters will be predominantly night work, and wrapping up by Memorial Day. It is looking great so far.

5:00 **7. Adjourn**

Chair/Vice Chair

Meeting was adjourned at 4:32 PM by Commissioner Taylor

Next Meeting: September 10th, 3pm

ACT Name: COACT

Top Priority Investments								
	Name	Description	Urgency (select from drop down and describe)		Regional Significance (describe)	OTC Priorities (select from drop down and describe)		Other Information
1	US 97/OR 361 Intersection Improvement	Install intersection safety improvement from the US 97 High Bridge to Madras Safety Study	High	One of the highest crash locations in the US 97 High Bridge to Madras Safety Study	US 97 is a critical north-south route in Central Oregon and the location has a history of fatal and serious injury crashes	Safety	Project will reduce history of fatal and serious injury crashes	Has been before the MAC and has had planning completed.
2	US 97: Veterans Way-SW Yew Avenue (Redmond) Project	Scope includes full depth reconstruction of US97 from Veteran's Way to Yew Ave, replace existing signals at US97/Odem Medo & US97/Veterans, new signals at US97/Quartz, US97/Pumice, US97/Wickiup, and US97/Rutch, raised median at Wickiup and intersection modification at all signals to allow for future u-turn needs, conduit	High	Pavement condition has deteriorated significantly. Signal work could be phased.	US 97 is the main north-south arterial in Central Oregon	State of Good Repair	Pavement is state of good repair. Signals and median are safety	Project is identified in US 97 South Redmond Facility Plan and has been scoped by ODOT Region 4.
3	US 97 Traversable Median Improvements	Install traversable median on US 97 from US 97/US 26/Colfax Lane to US 97/Dover Lane intersection.	High	Important operational and safety improvement	US 97 is a critical north-south route in Central Oregon and the location has a history of fatal and serious injury crashes	Safety	Project will reduce history of fatal and serious injury crashes	Has been before the MAC and has had planning completed.
4	US20/Empire/US97	Install traffic signal at US97/Empire SB ramp intersection. Improve pedestrian and bicycle facilities across/through the interchange. Planning , design and construction for a direct southbound US20 to southbound US97 connection.	High	This project will improve mobility and safety for all users at one of the most congested and high-crash interchanges in Region 4.	These projects will improve access to the large regional employment center on Empire Avenue, the regional retail centers north and south of the interchange, and access to rapidly developing residential lands across northern areas of Bend.	Safety	These projects will improve safety and mobility by eliminating an uncontrolled intersection (97 SB on-ramp), replacing an aging traffic signal, and improving pedestrian and bicycle facilities.	Projects are supported by local and ODOT Plans.
5	Intersection of Powell Butte Hwy and Hwy 126	Install a roundabout to improve connectivity and reduce crashes at the intersection of Powell Buttee Hwy and Hwy 126. This solution also can reduce the likelihood of crashes	High	This intersection is a known safety and congestion concern on OR 126, which serves as a primary east-west route through Crook County. This improvement will address conflict points and improve traffic flow	Improvements at this intersection benefit local commuters, freight and ag traffic and regional travel through Central and Eastern Oregon	Safety	This project directly advances safety and mobility outcomes by reducing crash risk, improving intersection performance and enhancing reliability on a state highway	Project is supported by ODOT and Crook County TSP
Other Priority Investments								
(List projects here that are reasonably likely, not in any prioritized order)								
Agency	Name	Description	Urgency (select from drop down and describe)		Regional Significance (describe)	OTC Priorities (select from drop down and describe)		Other Information
Jefferson County	US 97/US 26/ Intersection Improvement	Install roundabout from US 97 High Bridge to Madras Safety Study	High	Important operational and safety improvement	US 97 is a critical north-south route in Central Oregon and the location has a history of fatal and serious injury crashes	Safety	Project will reduce history of fatal and serious injury crashes	Has been before the MAC and has had planning completed.
City of Redmond	US 97 Galloway to Pershall (additionally funding for current barrier project requested)	Modify existing barrier project on US 97 from Galloway to Pershall to maintain two lanes in each direction of US 97.	High	Existing project will reduce a lane of travel on US 97 and modifying the existing project prior to construction completion would be less efficient and exacerbate regional travel on US 97.	US 97 north of Redmond is already a bottleneck and widening is a regional priority between Madras and Redmond.	Safety		In addition to increased capacity on US 97, safety will also increase when travelers can pass slower traffic without having to pass in an oncoming traffic lane.

City of Bend	US97/Reed Market Rd NB off-ramp traffic signal	Design and install traffic signal at NB off-ramp intersection.	Medium	This project will improve mobility and safety at a congested interchange.	The project will improve safety and access to the Old Mill District, Hayden Homes Amphitheater, the rapidly developing KorPine area, and businesses and residences throughout central and south Bend.	Safety	This project will improve mobility and safety by eliminating an uncontrolled intersection.	Project is supported by local and ODOT Plans.
City of Redmond	Highland/35th Traffic Signal	Install a traffic signal to improve connectivity and reduce crashes at Highland/35th. This solution also creates a safe pedestrian crossing.	High	A new Rec Center will be opening south of this intersection in Summer 2026, which will increase demand and introduce safety concerns at this intersection. Additionally, more pedestrian traffic is anticipated due to the proximity of the new rec center.	Improving safety on OR 126, a critical east-west route in Central Oregon, is of great importance to the region and state.	Safety	This project will improve side-street access to OR 126 and reduce the frequency of crashes at this intersection.	Project is supported by locale and ODOT plans and priorities.
City of Redmond	Helmholtz/OR 126 Roundabout	Install a roundabout to improve connectivity and reduce crashes at Helmholtz/OR 126. This solution also creates a safe and effective transition to the urban environment as motorists enter Redmond city limits.	High	New development is increasing both north and south of OR 126 on Helmholtz and safety improvements are needed due to crash history at the intersection.	Improving safety on OR 126, a critical east-west route in Central Oregon, is of great importance to the region and state.	Safety	This project will improve side-street access to OR 126 and reduce the frequency of crashes at this intersection.	Project is supported by locale and ODOT plans and priorities.
Crook County	Intersection of Powell Butte Hwy and Hwy 126	Install a roundabout to improve connectivity and reduce crashes at the intersection of Powell Buttee Hwy and Hwy 126. This solution also can reduce the likelihood of crashes	High	This intersection is a known safety and congestion concern on OR 126, which serves as a primary east-west route through Crook County. This improvement will address conflict points and improve traffic flow	Improvements at this intersection benefit local commuters, freight and ag traffic and regional travel through Central and Eastern Oregon	Safety	This project directly advances safety and mobility outcomes by reducing crash risk, improving intersection performance and enhancing reliability on a state highway	Project is supported by ODOT and Crook County TSP
City of Sisters	US 20 Safety Improvements	Initiate traffic and speed study for reduced speed, turn lanes, and crosswalk at US 20 between Mp 1 and intersection between US20 and OR 126. Add wildlife fencing at the City's Lazy Z property.	Medium		Improves safety for motorists and pedestrians along a stretch of roadway that has increased activity and is a popular wildlife passage.	Safety		Local support and coincides with future city projects
City of Sisters	US 20 / 126 Roundabout	Begin planning and design work for the future roundabout at the intersection of US 20 and OR 126.	Medium		Improved mobility and safety at the intersection of two key regional routes.	Mobility		Project included in local TSP

City of Prineville	US 26/Third Street Corridor Paving & Streetscape Improvements	Revitalize the US 26/Third Street corridor from the intersection of Deer Street to the intersection of NE Elm Street through full reconstruction and repaving of the roadway, reconstruction of midblock sidewalks bringing them compliant with ADA and pedestrian safety standards, and installation of midblock lighting.	High	This project was slated to be completed in 2017 in conjunction with ODOT ADA improvements when the City received \$3 million from HB 2017. Costs increased during the design phase and the scope of work was reduced, eliminating the critical pavement upgrades and pedestrian improvements. The infrastructure is in urgent need of these critical improvements.	The US 26/Third Street corridor is a critical east-west route (including for freight) in Central Oregon, with importance to the region and state.	State of Good Repair	This project will improve the condition of US 26/Third Street for motorized traffic as well as improve pedestrian safety and ADA accessibility.	The City of Prineville and ODOT employ a collaborative partnership for the management and maintenance of the US 26/Third Street corridor, with both entities facing funding challenges in completing this project. The design phase has been completed and the project is construction-ready once funding is available.
City of Metolius	Culver Highway Crosswalk Improvements	Crosswalk improvements at the following location: Jefferson/Dover lane (2 crosswalks), Jefferson Ave/4th st., Jefferson Ave/6th st., Jefferson Ave/9th st. Crosswalks include varying levels of improvement and may consider RRFB's, ADA ramps, illumination, signing, or other improvements.	High	Pedestrian improvements will increase safety for children accessing schools and improve traffic calming	The route through Metolius along the Culver Highway is commonly used to avoid the dangers of Highway 97. There is currently only one crosswalk on Jefferson Ave. within the city.	Safety	Project will improve active transportation safety.	Project is supported by local and ODOT Plans.

Draft Capital Investment Plan COACT Update

September 10th, 2026

ACT Role in the CIP

- Inform CIP development
 - ✓ Make recommendations for the prioritization and weighting of goals (e.g. State of Good Repair, Safety, Mobility) that will be used to help screen investments
 - ✓ Recommendations shared with OTC in 2025 and used in their final decision
 - Update every 3-5 years
 - ✓ Identify needs and investment opportunities that are high-interest to the ACT
 - ✓ Sent to OTC and ODOT to consider for inclusion in the CIP (is not a guarantee of inclusion or funding)
 - ACTs to update every 2 years
- Comment on Draft CIP ← *We are here today*
- Provide feedback & lessons learned



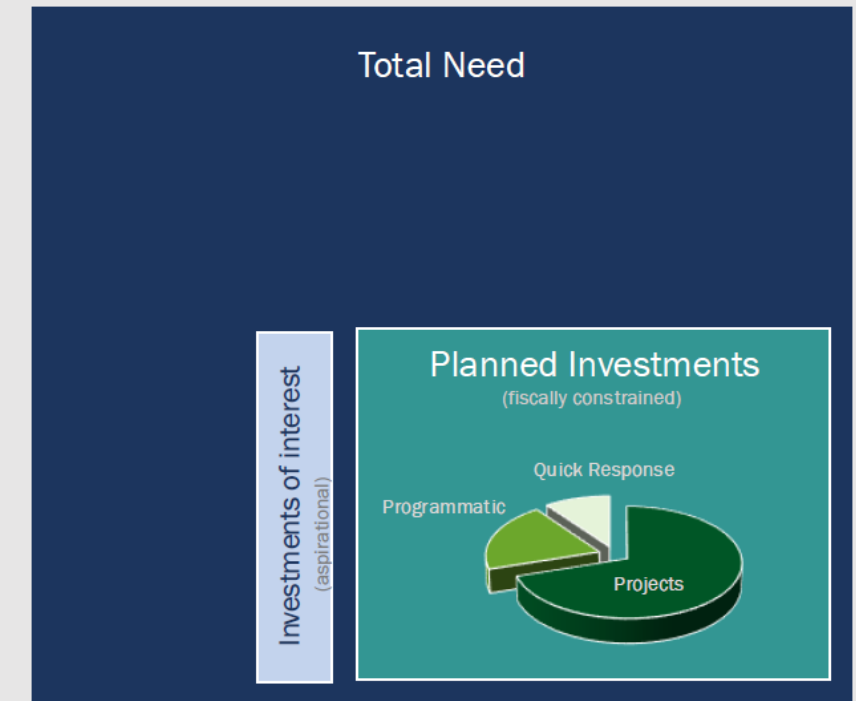
What is the CIP?

Capital Investment Plan (CIP): ODOT's 10-year plan to develop capital projects.

Key Benefits:

- Close the gap between long-range policies and short-term budget decisions
- Disciplined identification and selection process
- Make investment decisions to advance specific and prioritized outcomes
- More consistency in cost estimating and risk assessment practices through project lifecycle, across portfolio
- Better portfolio management from planning through construction

Capital Investment Plan



- **Projects:** Preservation, enhance, bike-ped, etc.
- **Programmatic / Lump Sum:** O&M, transit, safety, etc.
- **Quick Response:** Safety, emergency management, etc.

Capital Investment Plan Policy Goal Weights

Goals



Stewardship / SOGR

- Maintains asset lifecycle
- Maintains infrastructure
- Improves resilience (seismic & climate)



Safety

- Reduces fatalities and serious injuries
- Implements crash reduction strategies



Mobility

- Travel time improvements
- Improved reliability



Accessibility

- Completes a critical connection
- Improves multimodal access
- Supports moving people of all abilities



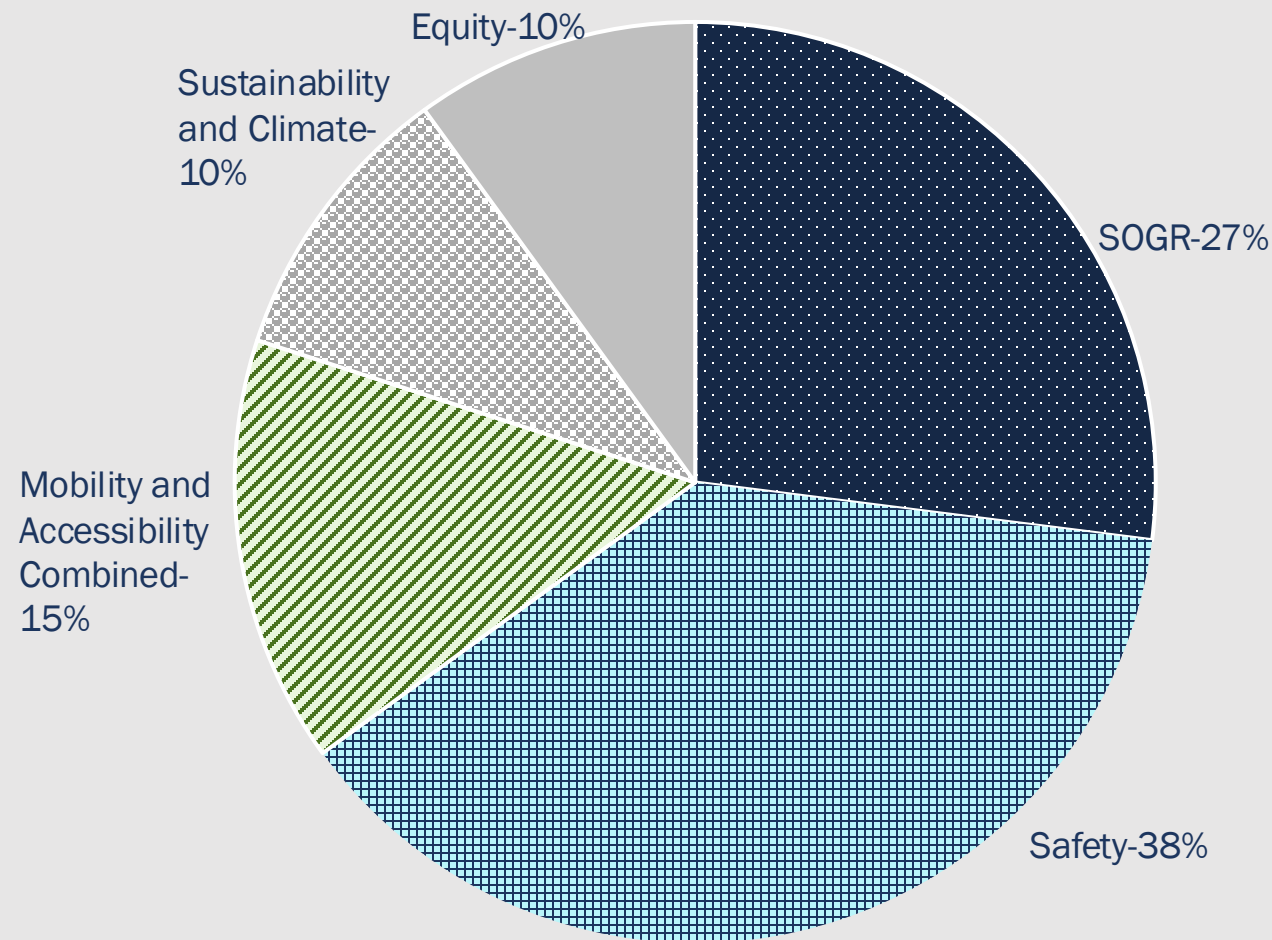
Sustainability and Climate

- Transitions to cleaner vehicles and fuels
- Reduces VMT
- Increase low and no emission modes



Equity

- Expand access to essential services



Estimate Funding Available (2031-2037)

Future funding projections utilized conservative approach, considering:

- 10 years of historical funding
- 10% reduction, rounded-down
- Federal and state requirements, sub allocations, flexible vs non-flexible
- Debt Service

CIP Category Amounts:

- **Pavement:** \$1B
- **Bridge:** \$450M
- **Culverts:** \$35M
- **Discretionary:** \$380M

What is not included in CIP funding currently:

- Grant Programs
 - ARTS
 - Safe Routes to School, Community Paths, Connect Oregon, etc.
- Programmatic (not project) funding
 - ADA
 - Local Programs
 - Operations & Maintenance

Future CIP cycles may incorporate additional programs/funding types

Overview of Candidate Projects

Area Commissions on Transportation

- 3-5 investment ideas
 - 10 additional investments of interest
- Top investment ideas from each ACT

Investment Ideas from each ODOT Region and Asset Program

Regions

10 Investments per Region

- 2-3 safety focused
- 3-5 preservation focused
- 1-2 multimodal
- 1-2 freight or enhancement
- Must come from plans or studies, or data to identify highest needs and affirm support

Asset Managers

20 for Pavement

20 for Bridge

5 for Culvert

- Use data to identify highest needs based on condition, priority route, and ability to address

Candidate Summary:

- 134 identified
- Duplicate candidates combined but awarded bonus
 - Regions/ACTs
 - Asset Managers/Regions
- 8 candidates with cost magnitudes of \$100M or more

Candidate Projects with Cost Magnitudes \$100M or more

- 8 candidate projects hit this cost threshold.
- Some are already underway, but without full funding, some new and others potentially scalable.
- There is no dedicated funding source to address projects of this scale right now.
- Any projects at this cost magnitude are categorized as *Investments of Interest* for consideration with future funding opportunities and prioritization framework.

A major projects prioritization framework is in development today:

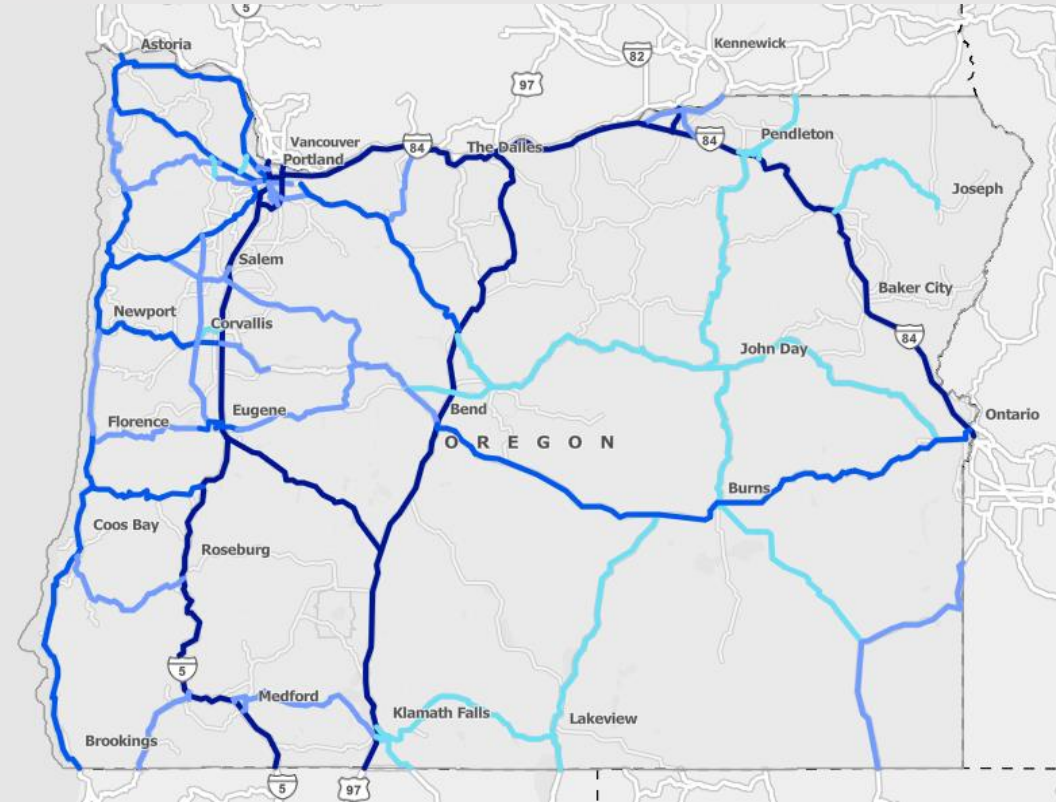
These projects, along with future \$100M+ candidates, will only be considered for CIP inclusion based on Major Projects policy being developed.

Screen Through Criteria

Goal and Weight	Description
Safety (38%)	Focuses fatalities and serious injuries in highest need areas
State of Good Repair (27%)	Asset condition with focus on priority routes
Mobility (15%)	Travel time and reliability for auto and access for multimodal (location)
Climate (10%)	Reduces GHG emissions and/or reduces air pollution
Equity (10%)	Benefits transportation disadvantaged



Location Factor (e.g. Fix-It Routes)

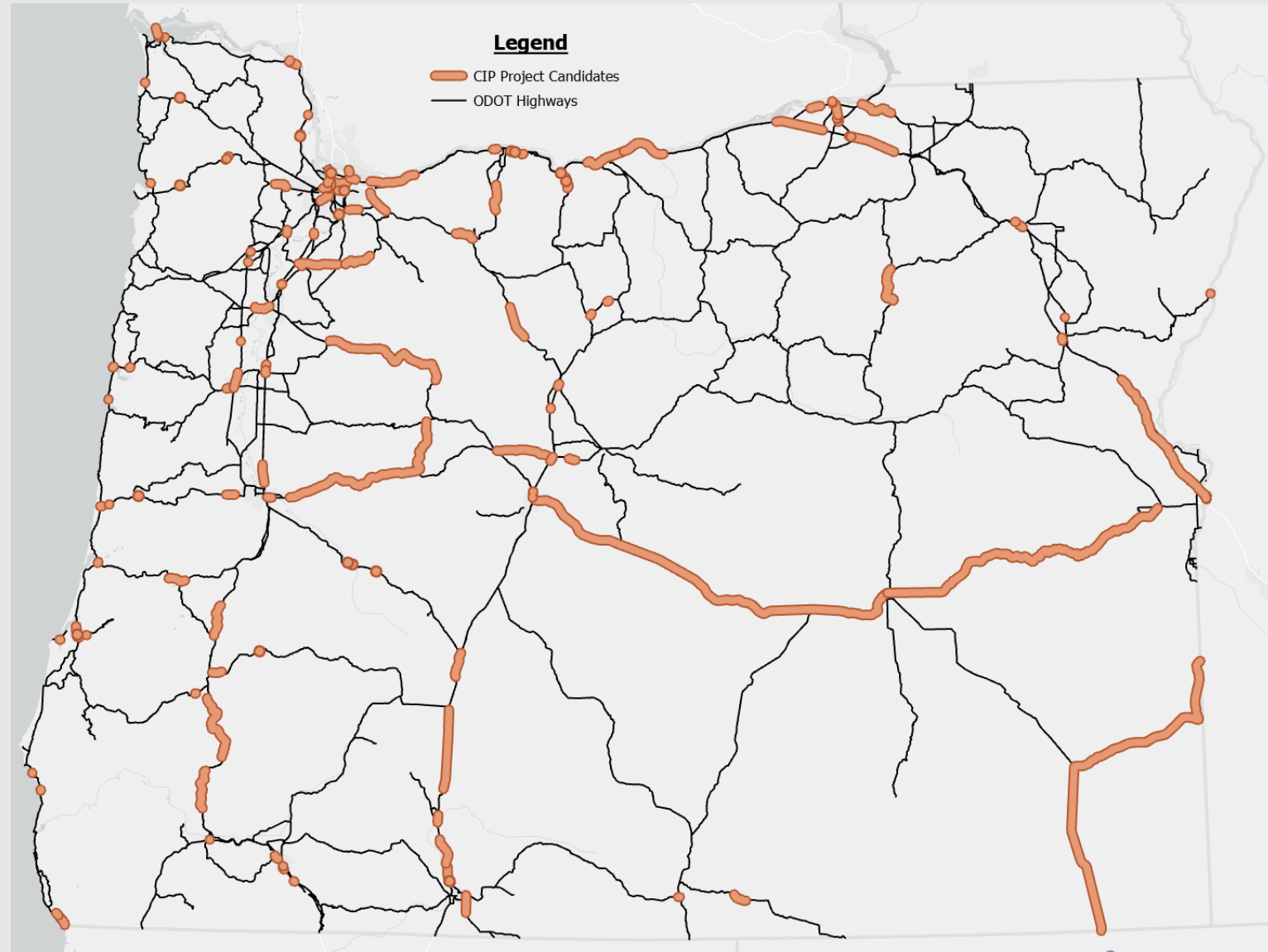


Priority Tiers are based on:

- | | |
|--|--|
| | <ul style="list-style-type: none"> • Functional classifications and designations • Traffic volumes (freight and people) • Community connections and isolation • North-South and East West connectors |
|--|--|

Candidate Projects for Selection

- 126 candidate investments
- 96 listed High urgency
- Mix of rural and urban needs
- Majority supported safety followed by SOGR
 - 97 projects intended to address more than one goal area



CIP Draft Project List

CIP Selection Committee is charged with selecting projects with statewide / system wide viewpoint.

Committee reviewed scoring and harmonized selection with the following considerations:

- Magnitude of cost versus available funds
- Performance measures
- Urban and rural benefits
- People and freight movement

Members:

- ODOT representatives from Maintenance, Project Delivery, Planning and Finance
- Association of Oregon Counties (AOC) representative
- Representative from League of Oregon Cities (LOC) representative
- Oregon MPO Consortium (OMPOC) representative

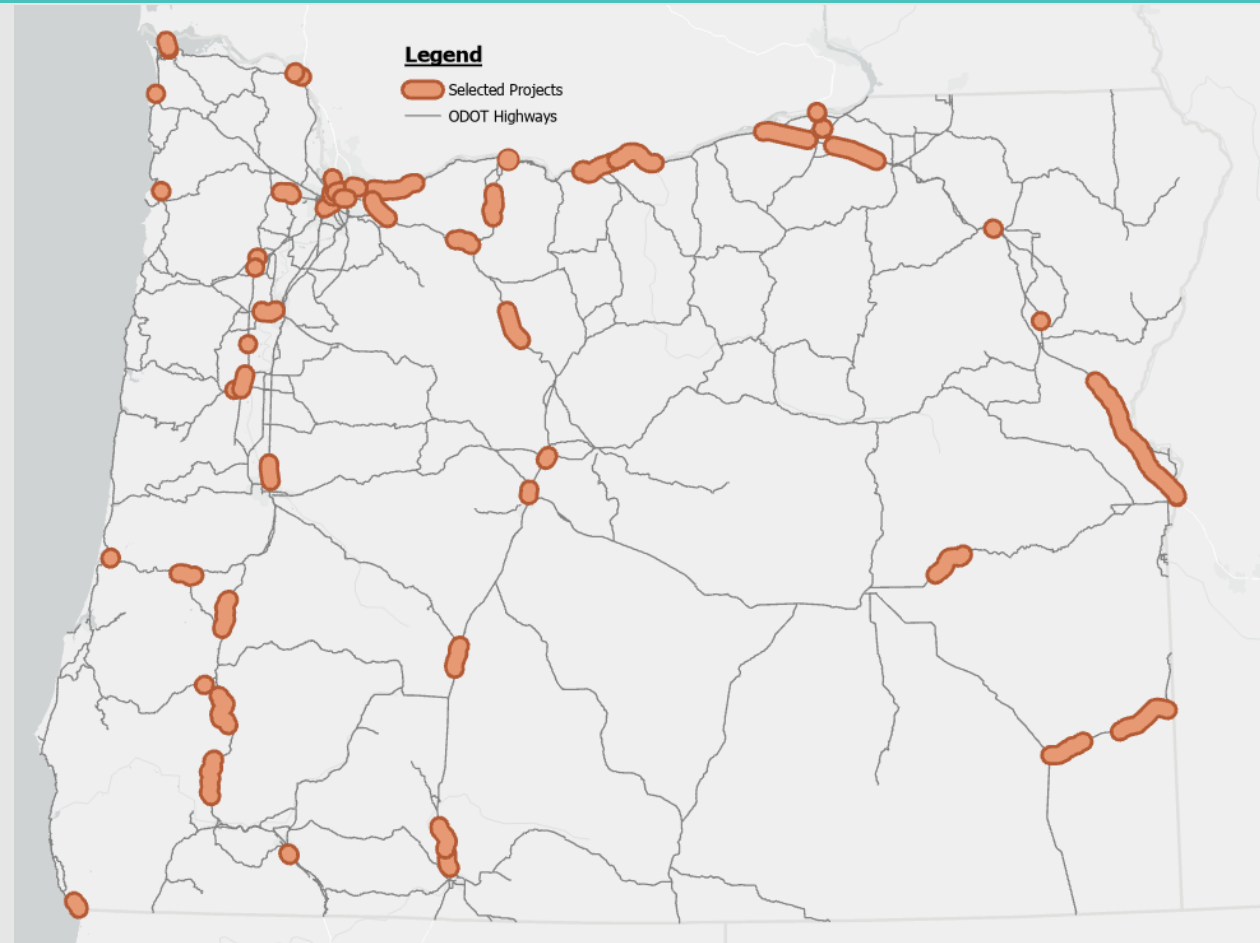


Draft 2031-2037 CIP Investments

Summary of Selected Investments

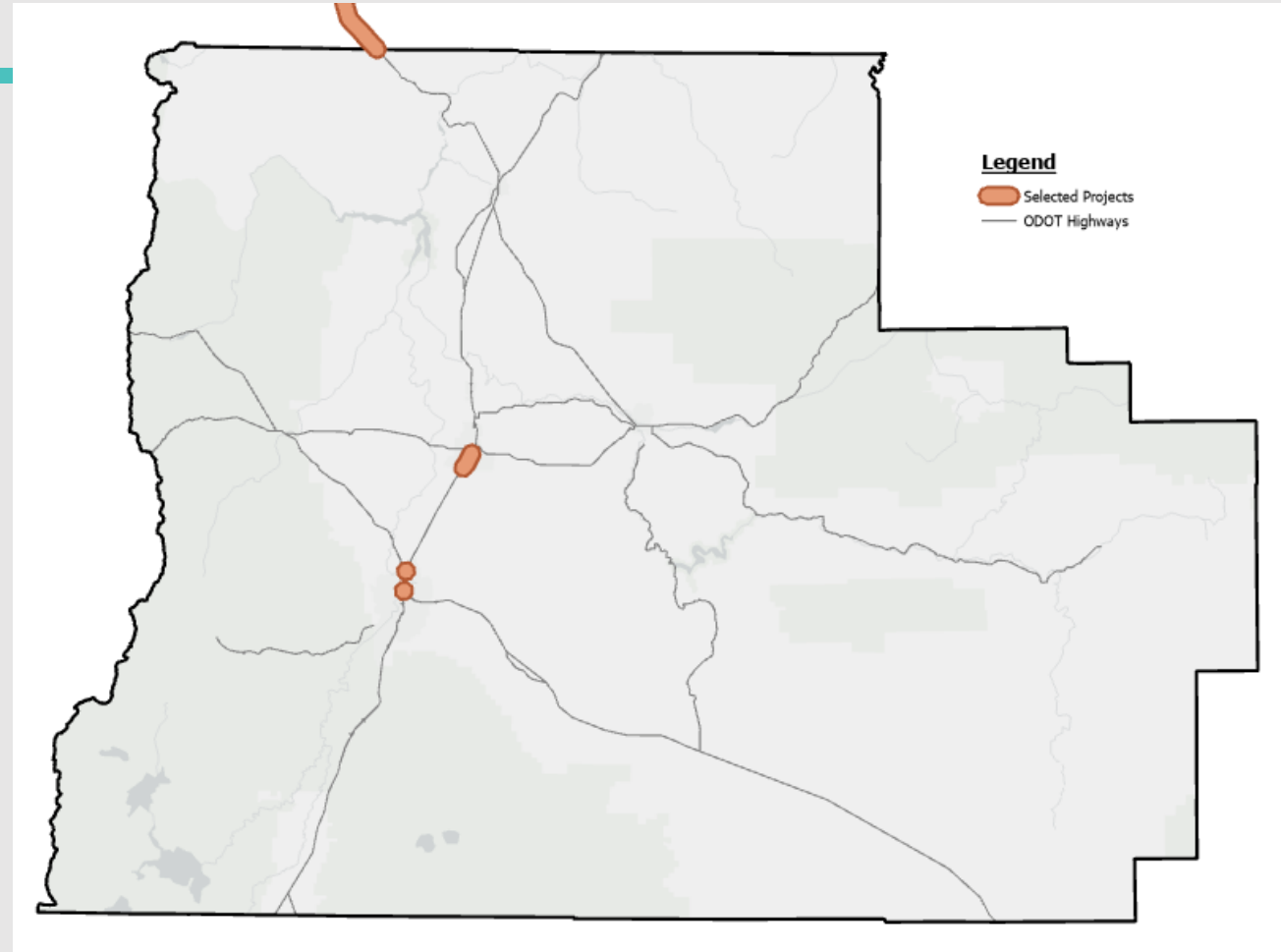
2031 - 2037

Region	Bridge	Culvert	Pavement	Discretionary	Total
1	0	0	5	3	8
2	8	0	4	2	14
3	1	0	5	2	8
4	1	1	7	1	10
5	4	1	8	1	14
	14	2	29	9	54



Selected Projects: COACT Boundary

Project Name	Funding Category
US97: Veterans Way to Yew Ave (Redmond)	Discretionary
US26: Warm Springs River	Pavement
US97: Bend Pkwy Deck Preservation	Bridge

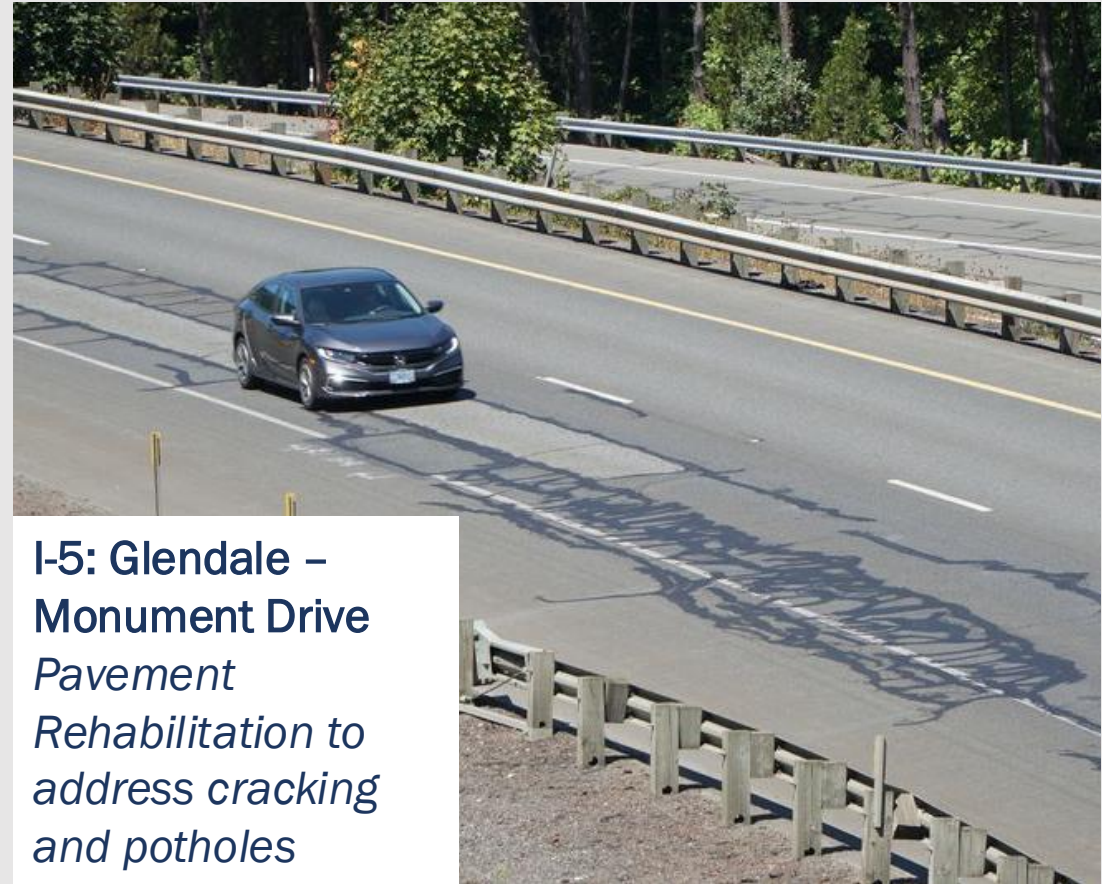


Pavement Category

2031-2037 funding: \$1B

29 projects selected

- Investments on I-5, I-84, U.S. 97, US 20, US 26, OR 38, US 30, US 101, US 95, OR 99W, OR 22
- Work types: Reconstruction, rehabilitation & simple preservation
- Primarily on Tier 1 & 2 routes



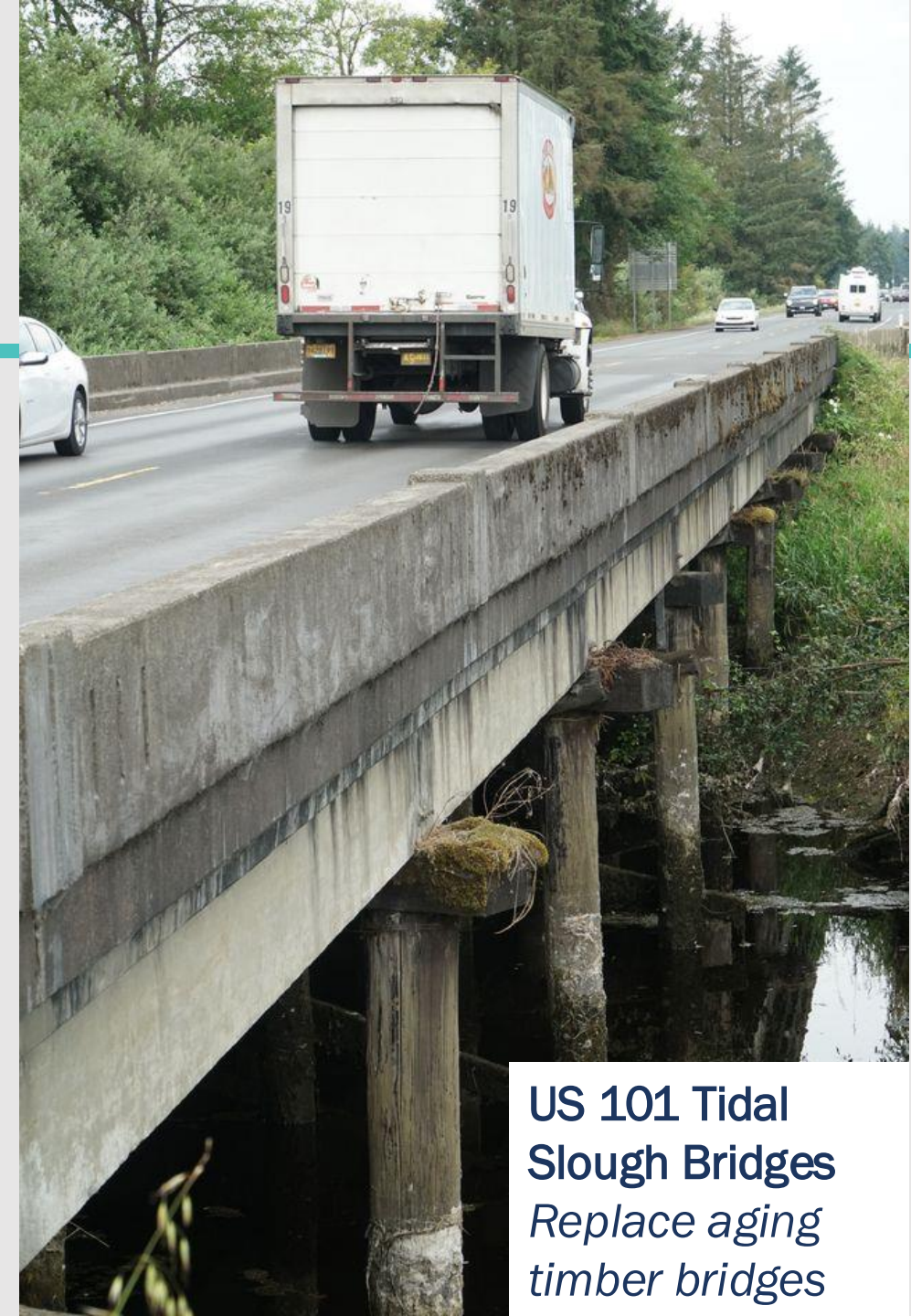
**I-5: Glendale –
Monument Drive
Pavement
Rehabilitation to
address cracking
and potholes**

Bridge Category

2031-2037 funding: \$450M

14 projects selected

- Investments on I-82, I-84, U.S. 97, OR 18, U.S. 101, U.S. 30, OR 99W
- Work Types: Deck rehabilitation, Painting, Replacements, Seismic Resilience (5 projects)
- Primarily on Tier 1 & 2 routes



**US 101 Tidal
Slough Bridges**
*Replace aging
timber bridges*

Culvert Category

2031-2037 funding: \$35M

- 2 investments selected
 - 1 project contains 28 culverts
 - Investments prioritized on I-84



I-84 Culvert
Replacement
*Replace critical
condition culvert*

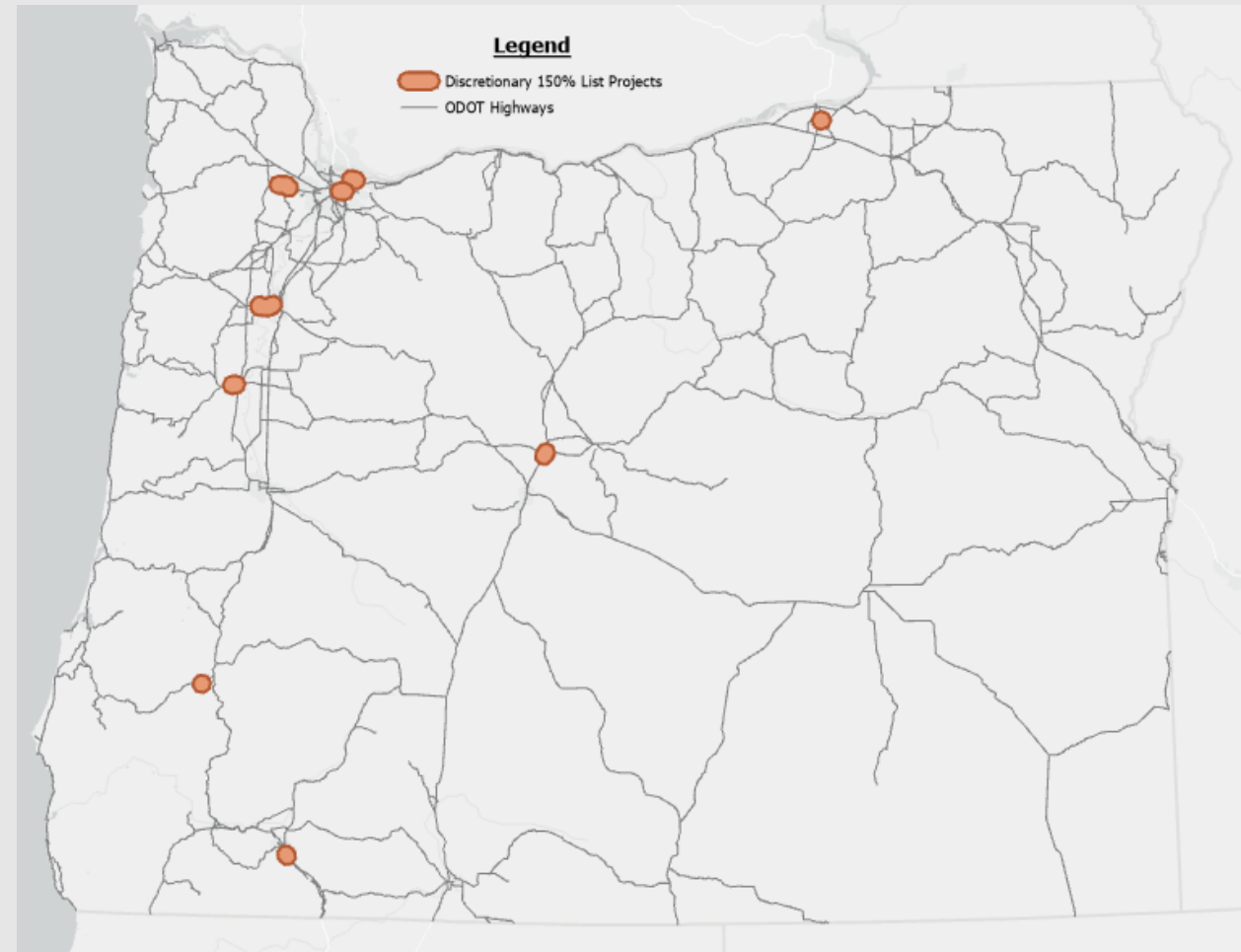
Discretionary Category

2031-2037 funding: \$380M

9 investments selected

Represents about 150% list

- Investments on U.S 97, OR 8, US 30BY, US 395, US 20/OR 34, Powell, Blvd, OR 22/OR 51, I-82
- Safety is primary goal achieved
- High scores in all OTC categories
- Includes projects from 6 ACTS



Discretionary Category Highlights →

US 97: Veterans Way to Yew Ave (Redmond)



Entrant: COACT & Region 4

Issues: Increasing crashes, missing pedestrian & bike facilities, failing pavement, generally poor asset condition, congestion.

Potential solutions:

- New signals
- Traffic separators
- New road connections
- Cycle track
- Pavement reconstruction

Magnitude of Cost: \$50 -\$100M

Discretionary Category Highlights →

US395: Beach Ave – Oregon St and OR 207: NW 2nd –NW 4th



- **Entrant:** NEACT & Region 5
- **Issues:** Safety for all modes, congestion, lack of multi-modal access
- **Potential solutions:**
 - Intersection improvements
 - Sidewalk infill
 - Enhanced Crossings
 - Turn lanes
- **Magnitude of Cost:** \$30 -\$50M

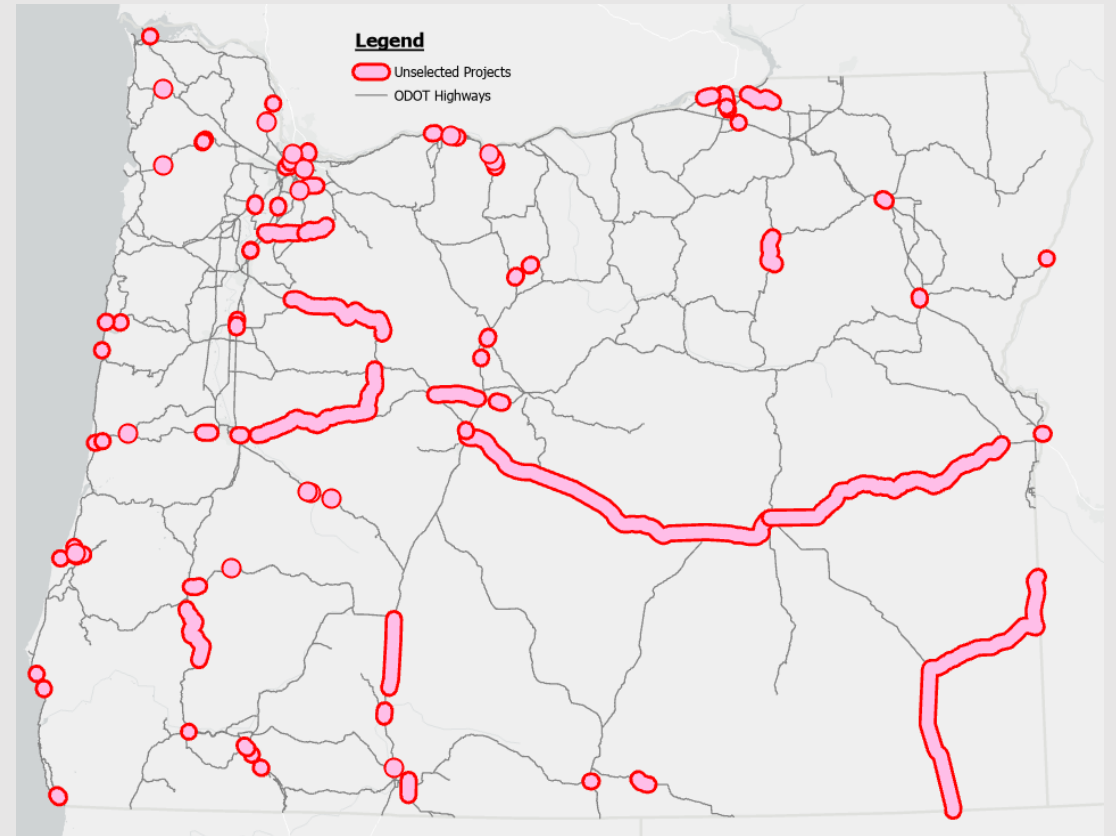
Unmet Needs Across the System

80 candidate projects were not selected.

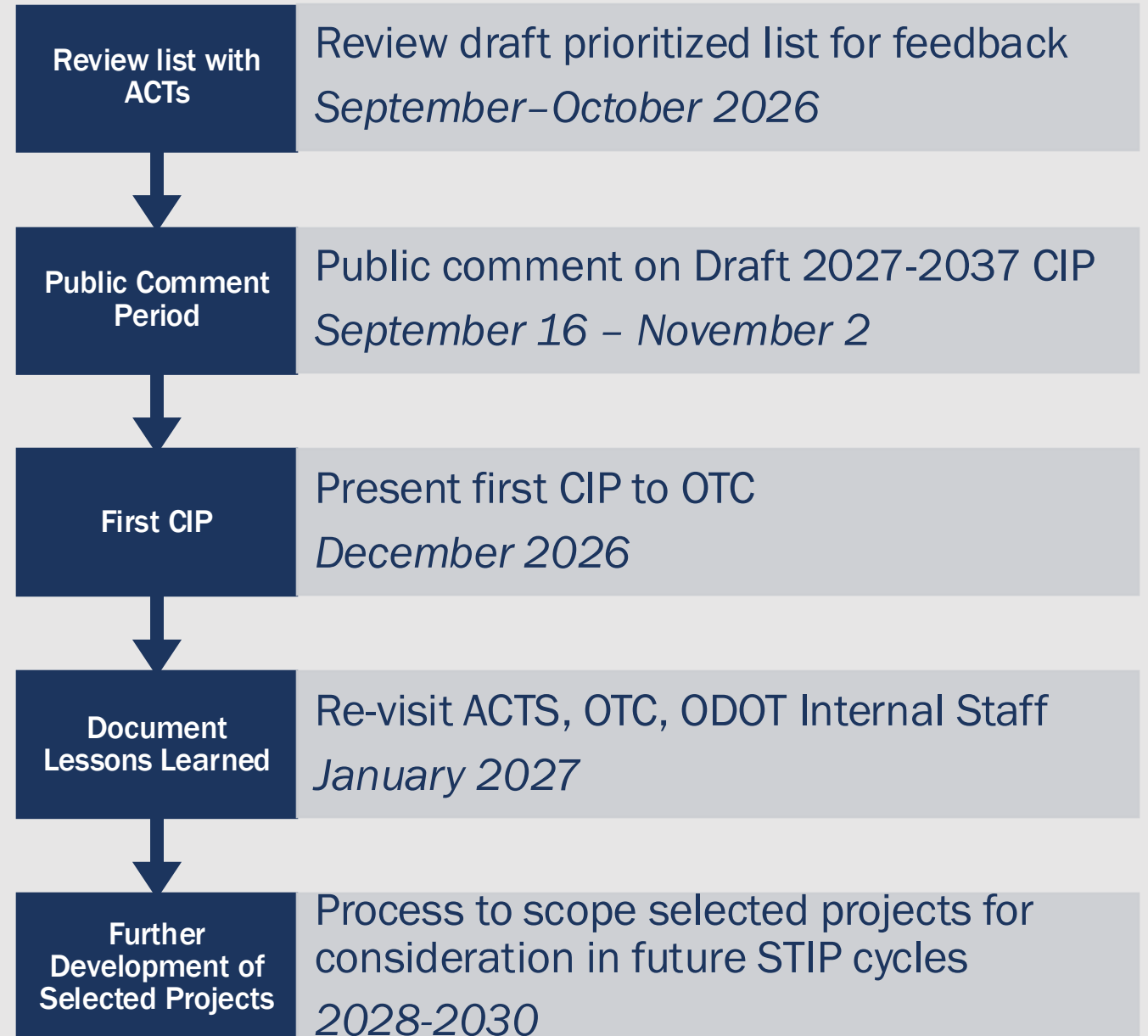
This includes the 8 projects with cost magnitudes \$100M or greater.

The unselected projects are documented and may be CIP opportunities in the future:

- Grants
- Legislative requests
- Potential increase in funding
- Future cycles



Next Steps



Online Open House

- September 16 through November 2
- Public comment opportunity for:
 - Feedback on Draft CIP
 - Comment on individual projects
- ODOT will review comments and adjust as needed prior to finalizing in December.



**Click to view the
online open house!**

Comment and Questions

Contact:

CIPinfo@odot.oregon.gov

Learn More here:

[Capital Investment Plan Website](#)

or

Ken Shonkwiler

Capital Investment Plan Project Manager

Kenneth.D.Shonkwiler@odot.oregon.gov

541-815-6877

Draft 2031-2037 CIP Selected Projects

CIP Number	Project Name	Responsible Region	County	ACT	Funding Category	Urgency	Magnitude of Cost
2026_00106	US30BY: Sandy Blvd NE 118th Ave - NE 162nd Ave	1	Multnomah	Region 1 ACT	Discretionary	Medium	\$20,000,000 - \$40,000,000
2026_00109	Powell Blvd Safety and JT	1	Multnomah	Region 1 ACT	Discretionary	Medium	\$50,000,000 - \$100,000,000
2026_00105	OR8: Tualatin Valley Hwy Safety and Transit Supportive Investments	1	Washington	Region 1 ACT	Discretionary	High	\$30,000,000 - \$50,000,000
2026_00110	Mt Hood Hwy Pavement Preservation Portfolio	1	Clackamas	Region 1 ACT	Pavement	Medium	\$30,000,000 - \$50,000,000
2026_00002	I-5: Delta Park to Lombard Ave & I-405: Fremont Bridge - SW Water St.	1	Multnomah	Region 1 ACT	Pavement	High	\$10,000,000 - \$20,000,000
2026_00003	I-84: NE Martin Luther King Jr Blvd - I-205	1	Multnomah	Region 1 ACT	Pavement	Medium	\$10,000,000 - \$30,000,000
2026_00001	I-5: Marquam - Capitol	1	Multnomah	Region 1 ACT	Pavement	Medium	\$10,000,000 - \$30,000,000
2026_00004	I-84: Marine Drive - Multnomah Falls	1	Multnomah	Region 1 ACT	Pavement	High	\$30,000,000 - \$50,000,000
2026_00122	US101: Shangri La Creek (Dooley) Bridge	2	Clatsop	North West Oregon ACT	Bridge	High	\$10,000,000 - \$30,000,000
2026_00136	US101: Astoria-Megler (Columbia River) Bridge Substructure	2	Clatsop	North West Oregon ACT	Bridge	High	\$30,000,000 - \$60,000,000
2026_00039	US101: Astoria-Megler (Columbia River) Bridge	2	Clatsop	North West Oregon ACT	Bridge	High	\$40,000,000 - \$70,000,000
2026_00132	US30/SR 433: Columbia River (Lewis and Clark) Bridge Deck	2	Columbia	North West Oregon ACT	Bridge	High	\$10,000,000 - \$20,000,000
2026_00130	OR99W: Luckiamute River Overflow Bridge	2	Polk	Mid-Willamette Valley ACT	Bridge	High	\$30,000,000 - \$40,000,000
2026_00123	US101: Tidal Slough Bridges	2	Tillamook	North West Oregon ACT	Bridge	High	\$30,000,000 - \$60,000,000
2026_00129	OR99W: Whiteson Dip Bridge	2	Yamhill	Mid-Willamette Valley ACT	Bridge	High	\$30,000,000 - \$40,000,000
2026_00121	OR18: Yamhill River Bridge	2	Yamhill	Mid-Willamette Valley ACT	Bridge	High	\$30,000,000 - \$60,000,000
2026_00028	US20/OR34: 53rd St - 26th St Corridor Improvements (Corvallis)	2	Benton	Cascades West ACT	Discretionary	High	\$20,000,000 - \$40,000,000
2026_00070	OR22: OR51 Interchange - Willamette River Br (Salem)	2	Marion	Mid-Willamette Valley ACT	Discretionary	High	\$50,000,000 - \$100,000,000
2026_00069	OR99W: NW Lewisburg Ave - NW Fillmore Ave (Corvallis)	2	Benton	Cascades West ACT	Pavement		\$10,000,000 - \$20,000,000

2026_00032	US30: Rockcrest St - East Rainier (Rainier)	2	Columbia	North West Oregon ACT	Pavement	High	\$7,000,000 - \$12,000,000
2026_00005	I-5: Lane County Line - McKenzie River	2	Lane	Cascades West ACT,Lane ACT	Pavement	High	\$10,000,000 - \$30,000,000
2026_00006	OR22: Independence Hwy. Jct. - Willamette River	2	Polk	Mid-Willamette Valley ACT	Pavement	High	\$10,000,000 - \$30,000,000
2026_00118	US101: Umpqua River & McIntosh Slough Br Lift Span Rehab	3	Douglas	South West ACT	Bridge	High	\$3,000,000 - \$5,000,000
2026_00094	OR42 @ Brockway Roundabout	3	Douglas	South West ACT	Discretionary	High	\$10,000,000 - \$20,000,000
2026_00087	OR99: Matt Loop Street to Garfield	3	Jackson	Rogue Valley ACT	Discretionary	High	\$40,000,000 - \$80,000,000
2026_00096	US101: Robin lane - CA State Line	3	Curry	South West ACT	Pavement	High	\$9,000,000 - \$14,000,000
2026_00099	OR38: Elkton Slide - Hancock Mountain	3	Douglas	South West ACT	Pavement	Medium	\$3,000,000 - \$6,000,000
2026_00009	I-5: Rice Hill - Sutherlin	3	Douglas	South West ACT	Pavement	Medium	\$30,000,000 - \$50,000,000
2026_00008	I-5 Booth Ranch - Canyonville	3	Douglas	South West ACT	Pavement	Medium	\$30,000,000 - \$60,000,000
2026_00007	I-5: Glendale - Monument Dr	3	Josephine	Rogue Valley ACT,South West ACT	Pavement	High	\$40,000,000 - \$60,000,000
2026_00128	US97: Bend Pkwy Deck Preservation	4	Deschutes	Central Oregon ACT	Bridge	Medium	\$4,000,000 - \$7,000,000
2026_00112	I-84 MP 66.15 Culvert Replacement (D034835)	4	Hood River	Region 1 ACT	Culvert	High	\$10,000,000 - \$20,000,000
2026_00082	US97: Veterans Way to Yew Ave (Redmond)	4	Deschutes	Central Oregon ACT	Discretionary	High	\$50,000,000 - \$100,000,000
2026_00011	I-84: Rufus - Swanson Canyon	4	Gilliam	Lower John Day ACT	Pavement	High	\$40,000,000 - \$60,000,000
2026_00012	US97: Willamette Junction - Chemult	4	Klamath	South Central Oregon ACT	Pavement	High	\$10,000,000 - \$20,000,000
2026_00013	US97: Modoc Point - Algoma	4	Klamath	South Central Oregon ACT	Pavement	High	\$10,000,000 - \$20,000,000
2026_00074	U.S. 97: North K-Falls Interchange	4	Klamath	South Central Oregon ACT	Pavement	High	\$10,000,000 - \$30,000,000
2026_00014	US97: Shady Pine Rd - N. K. Falls Intchge	4	Klamath	South Central Oregon ACT	Pavement	High	\$7,000,000 - \$11,000,000
2026_00010	I-84: Celilo - Rufus	4	Sherman	Lower John Day ACT	Pavement	Medium	\$30,000,000 - \$60,000,000
2026_00086	US26: Warm Springs River	4	Wasco	Central Oregon ACT,Lower John Day ACT	Pavement	High	\$20,000,000 - \$40,000,000

2026_00127	I-84: Baldock Slough Bridge Decks	5	Baker	North East ACT	Bridge	High	\$6,000,000 - \$10,000,000
2026_00133	I-82: Eastbound Umatilla (Columbia River) Bridge Phase 2	5	Umatilla	North East ACT	Bridge	High	\$40,000,000 - \$50,000,000
2026_00134	I-82: Columbia R (Umatilla) WB Deck Rehab	5	Umatilla	North East ACT	Bridge	High	\$5,000,000 - \$10,000,000
2026_00048	I-84: Grande Ronde River Bridges	5	Union	North East ACT	Bridge	High	\$10,000,000 - \$30,000,000
2026_00120	I-84: Eastern Oregon Culvert Repair, Phase 3	5	Malheur	North East ACT, South East ACT	Culvert	High	\$8,000,000 - \$15,000,000
2026_00047	US395: Beach Ave - Oregon St & OR207: NW 2nd St - NW 4th	5	Umatilla	North East ACT	Discretionary	High	\$30,000,000 - \$50,000,000
2026_00018	I-84: Huntington - Farewell Bend	5	Baker	North East ACT, South East ACT	Pavement	Medium	\$20,000,000 - \$30,000,000
2026_00017	I-84: Nelson Point - Weatherby	5	Baker	North East ACT	Pavement	Medium	\$20,000,000 - \$40,000,000
2026_00020	US20: Pine Creek Rd - Warm Springs Road	5	Harney	South East ACT	Pavement	High	\$20,000,000 - \$40,000,000
2026_00041	US95: Rome Hill - Burns Jct	5	Malheur	South East ACT	Pavement	High	\$10,000,000 - \$20,000,000
2026_00042	US95: Jordan Creek - MP 40	5	Malheur	South East ACT	Pavement	High	\$10,000,000 - \$30,000,000
2026_00019	I-84: N. Fork Jacobsen Gulch - Ontario	5	Malheur	South East ACT	Pavement	Medium	\$20,000,000 - \$40,000,000
2026_00015	I-84: Boardman - I-82 Interchange	5	Morrow	North East ACT	Pavement	High	\$30,000,000 - \$40,000,000
2026_00016	I-84: Stanfield - Pendleton	5	Umatilla	North East ACT	Pavement	High	\$40,000,000 - \$70,000,000

DRAFT CIP Discretionary List															
CIP Number	Project Name	Responsible Region	County	ACT	Urgency	Transportation Plan	Project Initiator	Co-Entrant	Project Score (+5 for co-entrant)	Safety Total	Stewardship Total	Mobility & Accessibility Total	Equity Total	Climate & Sustainability Total	Magnitude of Cost
2026_00082	US97: Veterans Way to Yew Ave (Redmond)	4	Deschutes	Central Oregon ACT	High	South Redmond Corridor Plan, which has been	Central Oregon ACT	Region 4	105	38	27	15	10	10	\$50,000,000 - \$100,000,000
2026_00105	OR8: Tualatin Valley Hwy Safety and Transit Supportive Investments	1	Washington	Region 1 ACT	High	TriMet's BRT project is in Metro's RTP, supporting	Region 1 ACT	Region 1	105	38	27	15	10	10	\$30,000,000 - \$50,000,000
2026_00106	US30BY: Sandy Blvd NE 118th Ave - NE 162nd Ave	1	Multnomah	Region 1 ACT	Medium	Northeast Sandy Boulevard Investment	Region 1 ACT	Region 1	105	38	27	15	10	10	\$20,000,000 - \$40,000,000
2026_00047	US395: Beach Ave - Oregon St & OR207: NW 2nd St - NW 4th	5	Umatilla	North East ACT	High	Project identified in 2026 Hermiston draft TSP at	Region 5	Northeast ACT	104.1	38	27	14.1	10	10	\$30,000,000 - \$50,000,000
2026_00028	US20/OR34: 53rd St - 26th St Corridor Improvements (Corvallis)	2	Benton	Cascades West ACT	High	Corvallis TSP (2018): Various projects include	Cascades West ACT	Region 2	102	38	27	15	7	10	\$20,000,000 - \$40,000,000
2026_00109	Powell Blvd Safety and JT	1	Multnomah	Region 1 ACT	Medium	The Inner Powell Task Force has identified	Region 1 ACT	Region 1	102	38	24	15	10	10	\$50,000,000 - \$100,000,000
2026_00070	OR22: OR51 Interchange - Willamette River Br (Salem)	2	Marion	Mid-Willamette Valley ACT	High	Included in SW Pres CIP list, 2 Traffic's list.	Region 2	Mid-Willamette Valley ACT	100.8	38	27	10.8	10	10	\$50,000,000 - \$100,000,000
2026_00094	OR42 @ Brockway Roundabout	3	Douglas	South West ACT	High	Winston TSP	Region 3	Southwest ACT	99	38	27	12	7	10	\$10,000,000 - \$20,000,000
2026_00087	OR99: Matt Loop Street to Garfield	3	Jackson	Rogue Valley ACT	High	identified in RTP and TSP	Rogue Valley ACT	Region 3	98	38	20	15	10	10	\$40,000,000 - \$80,000,000

DRAFT CIP Pavement List														
CIP Number	Project Name	Responsible Region	County	ACT	Urgency	Project Initiator	Co-Entrant	Project Score (+5 for co-entrant)	Safety Total	Stewardship Total	Mobility & Accessibility Total	Equity Total	Climate & Sustainability Total	Magnitude of Cost
2026_00007	I-5: Glendale - Monument Dr	3	Josephine	Rogue Valley ACT,South West ACT	High	Preservation		53	20	27	0	6	0	\$40,000,000 - \$60,000,000
2026_00015	I-84: Boardman - I-82 Interchange	5	Morrow	North East ACT	High	Preservation		48.9	13.9	27	0	8	0	\$30,000,000 - \$40,000,000
2026_00004	I-84: Marine Drive - Multnomah Falls	1	Multnomah	Region 1 ACT	High	Preservation		64	27	27	0	10	0	\$30,000,000 - \$50,000,000
2026_00011	I-84: Rufus - Swanson Canyon	4	Gilliam	Lower John Day ACT	High	Preservation		60	27	27	0	6	0	\$40,000,000 - \$60,000,000
2026_00010	I-84: Celilo - Rufus	4	Sherman	Lower John Day ACT	Medium	Preservation		60	27	27	0	6	0	\$30,000,000 - \$60,000,000
2026_00019	I-84: N. Fork Jacobsen Gulch - Ontario	5	Malheur	South East ACT	Medium	Preservation		47	10	27	0	10	0	\$20,000,000 - \$40,000,000
2026_00003	I-84: NE Martin Luther King Jr Blvd I-205	1	Multnomah	Region 1 ACT	Medium	Preservation		63.3	28.3	27	0	8	0	\$10,000,000 - \$30,000,000
2026_00001	I-5: Marquam - Capitol	1	Multnomah	Region 1 ACT	Medium	Preservation		52	25	27	0	0	0	\$10,000,000 - \$30,000,000
2026_00018	I-84: Huntington - Farewell Bend	5	Baker	North East ACT,South East ACT	Medium	Preservation		45	10	27	0	8	0	\$20,000,000 - \$30,000,000
2026_00008	I-5 Booth Ranch - Canyonville	3	Douglas	South West ACT	Medium	Preservation		63	30	27	0	6	0	\$30,000,000 - \$60,000,000
2026_00005	I-5: Lane County Line - McKenzie River	2	Lane	Cascades West ACT,Lane ACT	High	Preservation		52	25	27	0	0	0	\$10,000,000 - \$30,000,000
2026_00017	I-84: Nelson Point - Weatherby	5	Baker	North East ACT	Medium	Preservation		43	10	27	0	6	0	\$20,000,000 - \$40,000,000
2026_00002	I-5: Delta Park to Lombard Ave & I-405: Fremont Bridge - SW Water St.	1	Multnomah	Region 1 ACT	High	Preservation		58.2	24.9	25.3	0	8	0	\$10,000,000 - \$20,000,000
2026_00016	I-84: Stanfield - Pendleton	5	Umatilla	North East ACT	High	Preservation		39	10	23	0	6	0	\$40,000,000 - \$70,000,000
2026_00009	I-5: Rice Hill - Sutherlin	3	Douglas	South West ACT	Medium	Preservation		48	25	23	0	0	0	\$30,000,000 - \$50,000,000
2026_00074	U.S. 97: North K-Falls Interchange	4	Klamath	South Central Oregon ACT	High	Region 4		59	26	27	0	6	0	\$10,000,000 - \$30,000,000
2026_00012	US97: Willamette Junction - Chemult	4	Klamath	South Central Oregon ACT	High	Preservation		61	26	27	0	8	0	\$10,000,000 - \$20,000,000
2026_00013	US97: Modoc Point - Algoma	4	Klamath	South Central Oregon ACT	High	Preservation		59	26	27	0	6	0	\$10,000,000 - \$20,000,000
2026_00014	US97: Shady Pine Rd - N. K. Falls Intchge	4	Klamath	South Central Oregon ACT	High	Preservation		46	26	20	0	0	0	\$7,000,000 - \$11,000,000
2026_00110	Mt Hood Hwy Pavement Preservation Portfolio	1	Clackamas	Region 1 ACT	Medium	Region 1		35	0	27	0	8	0	\$30,000,000 - \$50,000,000
2026_00020	US20: Pine Creek Rd - Warm Springs Road	5	Harney	South East ACT	High	Preservation		65	30	27	0	8	0	\$20,000,000 - \$40,000,000

2026_00086	US26: Warm Springs River	4	Wasco	Central Oregon ACT, Lower John Day ACT	High	Region 4		65	30	27	0	8	0	\$20,000,000 - \$40,000,000
2026_00099	OR38: Elkton Slide - Hancock Mountain	3	Douglas	South West ACT	Medium	Region 3		57	30	27	0	0	0	\$3,000,000 - \$6,000,000
2026_00032	US30: Rockcrest St - East Rainier (Rainier)	2	Columbia	North West Oregon ACT	High	Region 2		73	38	27	0	8	0	\$7,000,000 - \$12,000,000
2026_00096	US101: Robin lane - CA State Line	3	Curry	South West ACT	High	Region 3		63	30	27	0	6	0	\$9,000,000 - \$14,000,000
2026_00042	US95: Jordan Creek - MP 40	5	Malheur	South East ACT	High	Region 5		27	0	27	0	0	0	\$10,000,000 - \$30,000,000
2026_00041	US95: Rome Hill - Burns Jct	5	Malheur	South East ACT	High	Region 5		37	10	27	0	0	0	\$10,000,000 - \$20,000,000
2026_00069	OR99W: NW Lewisburg Ave - NW Fillmore Ave (Corvallis)	2	Benton	Cascades West ACT		Region 2		71	38	27	0	6	0	\$10,000,000 - \$20,000,000
2026_00006	OR22: Independence Hwy. Jct. - Willamette River	2	Polk	Mid-Willamette Valley ACT	High	Preservation		72.1	37.2	26.9	0	8	0	\$10,000,000 - \$30,000,000

DRAFT CIP Bridge List													
CIP Number	Project Name	Responsible Region	County	ACT	Urgency	Project Initiator	Co-Entrant	Project Score (+5 for co-entrant)	Safety Total	Stewardship Total	Equity Total	Climate & Sustainability Total	Magnitude of Cost
2026_00128	US97: Bend Pkwy Deck Preservation	4	Deschutes	Central Oregon ACT	Medium	Bridge		62.3	29.3	27	6	0	\$4,000,000 - \$7,000,000
2026_00133	I-82: Eastbound Umatilla (Columbia River) Bridge Phase	5	Umatilla	North East ACT	High	Bridge		47	10	27	10	0	\$40,000,000 - \$50,000,000
2026_00134	I-82: Columbia R (Umatilla) WB Deck Rehab	5	Umatilla	North East ACT	High	Bridge		47	10	27	10	0	\$5,000,000 - \$10,000,000
2026_00127	I-84: Baldock Slough Bridge Decks	5	Baker	North East ACT	High	Bridge		37	10	27	0	0	\$6,000,000 - \$10,000,000
2026_00048	I-84: Grande Ronde River Bridges	5	Union	North East ACT	High	Bridge & Region 5	Bridge	68	30	27	6	0	\$10,000,000 - \$30,000,000
2026_00121	OR18: Yamhill River Bridge	2	Yamhill	Mid-Willamette Valley ACT	High	Bridge		97	38	27	10	10	\$30,000,000 - \$60,000,000
2026_00122	US101: Shangri La Creek (Dooley) Bridge	2	Clatsop	North West Oregon ACT	High	Bridge		97	38	27	10	10	\$10,000,000 - \$30,000,000
2026_00039	US101: Astoria-Megler (Columbia River) Bridge	2	Clatsop	North West Oregon ACT	High	Bridge		65	38	27	0	0	\$40,000,000 - \$70,000,000
2026_00136	US101: Astoria-Megler (Columbia River) Bridge	2	Clatsop	North West Oregon ACT	High	Bridge		65	38	27	0	0	\$30,000,000 - \$60,000,000
2026_00118	US101: Umpqua River & McIntosh Slough Br Lift Span	3	Douglas	South West ACT	High	Bridge		63	30	27	6	0	\$3,000,000 - \$5,000,000
2026_00123	US101: Tidal Slough Bridges	2	Tillamook	North West Oregon ACT	High	Bridge		97	38	27	10	10	\$30,000,000 - \$60,000,000
2026_00132	US30/SR 433: Columbia River (Lewis and Clark)	2	Columbia	North West Oregon ACT	High	Bridge		43	10	27	6	0	\$10,000,000 - \$20,000,000
2026_00129	OR99W: Whiteson Dip Bridge	2	Yamhill	Mid-Willamette Valley ACT	High	Bridge		90	38	27	7	10	\$30,000,000 - \$40,000,000
2026_00130	OR99W: Luckiamute River Overflow Bridge	2	Polk	Mid-Willamette Valley ACT	High	Bridge		81	38	27	0	10	\$30,000,000 - \$40,000,000

DRAFT CIP Culvert List														
CIP Number	Project Name	Responsible Region	County	ACT	Urgency	Project Initiator	Co-Entrant	Project Score (+5 for co-entrant)	Safety Total	Stewardship Total	Mobility & Accessibility Total	Equity Total	Climate & Sustainability Total	Magnitude of Cost
2026_00120	I-84: Eastern Oregon Culvert Repair, Phase 3	5	Malheur	North East ACT,South East ACT	High	Culverts		45	10	27	0	8	0	\$8,000,000 - \$15,000,000
2026_00112	I-84 MP 66.15 Culvert Replacement (D034835)	4	Hood River	Region 1 ACT	High	Culverts		75	38	27	0	10	0	\$10,000,000 - \$20,000,000

Unselected Projects - Unmet Need															
CIP Number	Project Name	Responsible Region	County	ACT	Urgency	Transportation Plan	Project Initiator	Co-Entrant	Project Score (+5 for co-entrant)	Safety Total	Stewardship Total	Mobility & Accessibility Total	Equity Total	Climate & Sustainability Total	Magnitude of Cost
2026_00035	I-82/US730 Umatilla Interchange Improvements (Exit 1)	5	Umatilla	North East ACT	Medium	2023 City of Umatilla TSP identifies	Region 5		100	38	27	15	10	10	\$10,000,000 - \$30,000,000
2026_00104	Arizona North Landslide Repair - continuation	3	Curry	South West ACT	Medium	US101 South Coast Slides Study	Southwest ACT		100	38	27	15	10	10	\$50,000,000 - \$100,000,000
2026_00036	I-5 Rose Quarter: Phase 1C & Phase 2	1	Multnomah	Region 1 ACT	High	HB 2017, Region 1 ACT, Metro RTP, Portland TSP	Region 1 ACT		100	38	27	15	10	10	>\$100,000,000
2026_00098	US101: Commercial Signal Replacement	3	Coos	South West ACT	Medium	N/A	Region 3		97	38	27	15	10	7	\$8,000,000 - \$13,000,000
2026_00139	O.R. 140E: Lakeview Pedestrian Improvements & Streetscape	4	Lake	South Central Oregon ACT	High		South Central Oregon ACT		97	38	27	12	10	10	\$8,000,000 - \$12,000,000
2026_00040	OR212/224 Sunrise Corridor: SE 122nd Ave – SE Tong Rd	1	Clackamas	Region 1 ACT	Medium	Region 1 ACT. Included in Metro's	Region 1 ACT		97	38	27	15	7	10	>\$100,000,000
2026_00091	Portland Metro and Surrounding Areas Arterial Highway Safety	1	Multnomah	Region 1 ACT	High	Explicitly addresses OTP goal of eliminating	Region 1 ACT		94.3	38	21.3	15	10	10	>\$100,000,000
2026_00095	US101: Retz Creek Slide	3	Curry	South West ACT	Medium	US101: South Coast Slides Study	Region 3		94.1	38	27	9.1	10	10	\$10,000,000 - \$20,000,000
2026_00072	OR214/OR211: Highway updates and paving (Marion County)	2	Marion	Mid-Willamette Valley ACT,Region 1	High	Identified in 2017 Ped Safety Study and 2012	Region 2		93.8	38	27	11.8	7	10	\$10,000,000 - \$30,000,000
2026_00021	Clatsop County - 30th and 33rd signal communications	2	Clatsop	North West Oregon ACT	High	Within the Cities' TSP, scoped within ODOT	North West Oregon ACT		93	38	27	8	10	10	\$10,000,000 - \$20,000,000
2026_00107	I-5: Boone Bridge SB Auxiliary Lane	1	Clackamas	Region 1 ACT	High	Metro RTP, I-5 Wilsonville Facility Plan	Region 1		92.1	38	27	10.1	7	10	\$30,000,000 - \$60,000,000
2026_00025	US Highway 30 Scappoose to St. Helens Corridor – Signal Detection Upgrades	2	Columbia	North West Oregon ACT	High	N/A	North West Oregon ACT		90	38	27	8	7	10	\$20,000,000 - \$50,000,000
2026_00108	US26 EB dual lane exit to I-405 SB	1	Multnomah	Region 1 ACT	High	Identified in the CBOS2 Report & Westside Multi	Region 1		90	38	27	15	0	10	\$20,000,000 - \$40,000,000
2026_00103	US101 Harbor - Chetco River Bridge to Benham: Bike/Ped Safety improvements	3	Curry	South West ACT	High	US101: Chetco River to California Corridor Plan	Southwest ACT		89	38	16	15	10	10	\$10,000,000 - \$30,000,000
2026_00083	US20:US97 Empire (Bend)	4	Deschutes	Central Oregon ACT	High	City of Bend Transportation System	Region 4	Central Oregon ACT	84	38	16	15	0	10	\$20,000,000 - \$40,000,000
2026_00064	OR126B (South A St): Mill St to 21st St Roadway Reconfiguration (Springfield)	2	Lane	Lane ACT	Low	This project is identified in the Springfield	Lane ACT		79.8	38	10	14.8	10	7	\$5,000,000 - \$15,000,000
2026_00026	US20: OR229 (Toledo)	2	Lincoln	Cascades West ACT	High	Toledo TSP (2013): Western Junction	Cascades West ACT	Region 2	79.7	38	16.7	0	10	10	\$30,000,000 - \$60,000,000
2026_00092	OR99: Rapp to Valley View sidewalk infill	3	Jackson	Rogue Valley ACT	Medium	identified in RTP and TSP	Rogue Valley ACT		77	38	4	15	10	10	\$6,000,000 - \$9,000,000
2026_00033	US30 at SW Walnut St Intersection Improvements (Scappoose)	2	Columbia	North West Oregon ACT	High	N/A	Region 2		76	38	24	8	6	0	\$10,000,000 - \$30,000,000
2026_00046	US395: Punkin Center to US730 Safety Corridor	5	Umatilla	North East ACT	High	Project is identified in 2026 Umatilla County	Region 5	Northeast ACT	75	38	0	12	10	10	\$20,000,000 - \$40,000,000
2026_00079	US30: Mosier Streetscape Improvements	4	Wasco	Lower John Day ACT	Medium	Mosier TSP	Lower John Day ACT		75	38	8	12	7	10	\$1,000,000 - \$3,000,000
2026_00113	I-84 MP 67.50 Culvert Replacement (D034849)	4	Hood River	Region 1 ACT	High	N/A	Culverts		75	38	27	0	10	0	\$10,000,000 - \$30,000,000
2026_00049	OR207/N 1st Place Intersection Improvements (Hermiston)	5	Umatilla	North East ACT	Medium	This project has been identified in March 2026	Region 5		73	38	0	15	10	10	\$2,000,000 - \$4,000,000
2026_00111	Operations Improvements at Priority Locations	1	Multnomah	Region 1 ACT	Medium	R1 Traffic analysis identified signals with	Region 1		73	38	27	0	8	0	\$20,000,000 - \$40,000,000
2026_00084	OR126: Powell Butte Highway	4	Crook	Central Oregon ACT	High	Crook County TSP	Region 4	Central Oregon ACT	72	38	19	0	0	10	\$9,000,000 - \$20,000,000
2026_00075	US 197: US 30	4	Wasco	Lower John Day ACT	High	The Dalles Transportation System	Region 4	Lower John Day ACT	71	38	0	8	10	10	\$10,000,000 - \$30,000,000
2026_00116	OR138E OLD HATCHERY CREEK (0P465) CULVERT	3	Douglas	South West ACT	High	N/A	Culverts		71	38	27	0	6	0	\$10,000,000 - \$30,000,000
2026_00060	Region 2 Guardrail Upgrades	2	Lane	Cascades West ACT,Lane ACT,Mid-	Medium	NA	Region 2		69.1	38	25.1	0	6	0	\$3,000,000 - \$5,000,000
2026_00065	OR58: Enhanced Crosswalks (Oakridge)	2	Lane	Lane ACT	Medium	These crossings are recommended in the	Lane ACT	Region 2	69	38	0	15	1	10	\$1,000,000 - \$3,000,000
2026_00089	OR99: Beall to Table Rock Road	3	Jackson	Rogue Valley ACT	High	identified in RTP and TSP	Rogue Valley ACT	Region 3	69	38	0	15	1	10	\$30,000,000 - \$60,000,000
2026_00059	Idaho Ave-Ontario Ped Improvements	5	Malheur	South East ACT	Low		South East ACT		68	38	0	15	5	10	\$900,000 - \$2,000,000
2026_00101	US101: North Bend to Bunker Hill	3	Coos	South West ACT	Medium	Planning effort to begin in the next 2-3 years.	Southwest ACT		66.1	38	0	13.1	5	10	\$10,000,000 - \$20,000,000
2026_00045	US395: Hermiston (SE 4th Street to Jennie Avenue)	5	Umatilla	North East ACT	High	Project appears to address March 2026	Region 5		65.6	38	0	14.6	3	10	\$3,000,000 - \$6,000,000
2026_00063	OR126 (West) at MP 3.10 Emergency Bypass (Cushman)	2	Lane	Lane ACT	Medium	This project is not identified in the Lane	Lane ACT		65	30	27	0	8	0	\$8,000,000 - \$13,000,000
2026_00085	OR6 Zigzag Creek Culvert	2	Tillamook	North West Oregon ACT	High	N/A	Culverts		65	38	27	0	0	0	\$20,000,000 - \$35,000,000

2026_00102	OR138E (Roseburg) Bike/Ped Facilities - Stephens to Sunshine Rd	3	Douglas	South West ACT	High	OR138E: Design Concept Corridor Plan	Southwest ACT		64	38	0	15	1	10	\$30,000,000 - \$60,000,000
2026_00071	US 97 Klamath Falls to Chemult Safety Enhancements	4	Klamath	South Central Oregon ACT	High	multiple city and county Safety Improvement	South Central Oregon ACT	Region 4	64	26	27	0	6	0	>\$100,000,000
2026_00077	OR126: Sisters to Redmond	4	Deschutes	Central Oregon ACT	High		Region 4		63	38	25	0	0	0	\$50,000,000 - \$90,000,000
2026_00090	US199: Redwood Spur Hwy - Park/Parkdale SB Dual LTL	3	Josephine	Rogue Valley ACT	Medium	identified in RTP and TSP	Rogue Valley ACT	Region 3	63	38	0	10	10	0	\$7,000,000 - \$12,000,000
2026_00114	US 97: OR 422: OR62 Intersection Safety Improvement	4	Klamath	South Central Oregon ACT	High		Region 4		61	26	27	0	8	0	\$50,000,000 - \$100,000,000
2026_00066	OR58: MP 44.2 Culvert Replacement	2	Lane	Lane ACT	High	N/A	Region 2		59	26	27	0	6	0	\$2,000,000 - \$4,000,000
2026_00088	I-5 Exit 27 (South Medford)	3	Jackson	Rogue Valley ACT	Medium	in TSP and RTP	Rogue Valley ACT	Region 3	59	30	16	0	8	0	\$4,000,000 - \$6,000,000
2026_00138	O.R. 140: Deep Creek - Deep Creek Curves	4	Lake	South Central Oregon ACT	High		South Central Oregon ACT		59	26	27	0	6	0	\$50,000,000 - \$100,000,000
2026_00093	Hwy 211 RSA Implementation	1	Clackamas	Region 1 ACT	High	ODOT undertook a road safety audit (RSA) in	Region 1		58.8	38	10.8	0	0	10	\$20,000,000 - \$50,000,000
2026_00097	South Douglas Culverts	3	Douglas	South West ACT	Medium	N/A	Region 3		58	25	27	0	6	0	\$5,000,000 - \$20,000,000
2026_00137	I- 5 Brooks Interchange Long-term Improvements - New full interchange.	2	Marion	Mid-Willamette Valley ACT	High	I-5: Brooks IAMP, 2022. Project is supported by	Mid-Willamette Valley ACT		58	38	1	2	7	10	\$50,000,000 - \$100,000,000
2026_00131	I-205: Glenn Jackson Bridge (Columbia River) Deck	1	Multnomah	Region 1 ACT	High		Bridge		58	25	27	0	6	0	>\$100,000,000
2026_00022	OR 6 Wilson River Highway Corridor Study (HB 4053)Package F: Unstable	2	Tillamook	North West Oregon ACT	High	Tillamook TSP and Washington County	North West Oregon ACT		57	30	27	0	0	0	\$4,000,000 - \$8,000,000
2026_00023	OR 6 Wilson River Highway Corridor Study (HB 4053)Package F: Unstable	2	Tillamook	North West Oregon ACT	High	Tillamook TSP and Washington County	North West Oregon ACT		57	30	27	0	0	0	\$4,000,000 - \$8,000,000
2026_00024	OR 6 Wilson River Highway Corridor Study (HB 4053)Package F: Unstable	2	Tillamook	North West Oregon ACT	High	Tillamook TSP and Washington County	North West Oregon ACT		57	30	27	0	0	0	\$4,000,000 - \$8,000,000
2026_00038	I-84/US395: Stanfield Interchange EB Improvements (exit 188)	5	Umatilla	North East ACT	High	IAMP from 2005, tech memo to be completed	Region 5	Northeast ACT	57	30	12	0	10	0	\$4,000,000 - \$7,000,000
2026_00119	OR540: South Slough Bridge (#01940G) Lift Span Rehab	3	Coos	South West ACT	High		Bridge		57	26	25	0	6	0	\$3,000,000 - \$6,000,000
2026_00034	US30: Mitchell Point Drive (On Ramp) to Ruthton County Park	1	Hood River	Region 1 ACT	High	Reconnection was directed by federal law	Region 1 ACT	Region 1	57	38	4	0		10	>\$100,000,000
2026_00068	I- 5 Brooks Interchange Interim Improvements	2	Marion	Mid-Willamette Valley ACT	High	I-5: Brooks IAMP, 2022. Project is supported by	Mid-Willamette Valley ACT		56	36	1	2	7	10	\$10,000,000 - \$20,000,000
2026_00061	OR126: Veneta to Eugene Intersection Improvements	2	Lane	Lane ACT	High	This project is identified in the Lane County	Lane ACT		55	38	0	0	7	10	\$40,000,000 - \$60,000,000
2026_00073	US 97: Dan O'Brian Way Round-A-Bout	4	Klamath	South Central Oregon ACT	High	The appropriate studies to identify a roundabout	South Central Oregon ACT		55	38	0	0	7	10	\$10,000,000 - \$30,000,000
2026_00030	I-5: Knox Butte Rd - US20 (Albany)	2	Linn	Cascades West ACT	High	Linn County TSP (2018) describes this in project	Cascades West ACT		53.4	30	15.4	0	8	0	\$50,000,000 - \$100,000,000
2026_00126	US197: Over UPRR Deck Preservation	4	Wasco	Lower John Day ACT	Medium		Bridge		49	26	15	0	8	0	\$2,000,000 - \$4,000,000
2026_00135	OR86: Snake River (Oxbow) Substructure	5	Baker	North East ACT	Medium		Bridge		49	26	17	0	6	0	\$4,000,000 - \$8,000,000
2026_00115	O.R. 39 Intersection Safety Improvements	4	Klamath	South Central Oregon ACT	High	Klamath County TSP	South Central Oregon ACT		48	38	0	0	0	10	\$50,000,000 - \$80,000,000
2026_00080	US97: OR361 Culver Highway (Culver)	4	Jefferson	Central Oregon ACT	High	High Bridge to Madras Plan and Jefferson	Region 4	Central Oregon ACT	43	38	0	0	0	0	\$10,000,000 - \$20,000,000
2026_00054	US730 Umatilla to Irrigon turning refuges	5	Umatilla	North East ACT	High		Northeast ACT	Region 5	39	34	0	0	0	0	\$9,000,000 - \$20,000,000
2026_00057	HWY 395B Curve Improvements	5	Umatilla	North East ACT,South East ACT	Medium		South East ACT	Region 5	39	26	8	0	0	0	\$10,000,000 - \$20,000,000
2026_00062	OR126 (East) Safety Improvements	2	Lane	Cascades West ACT,Lane ACT	High	This package of improvements is not	Lane ACT		38	38	0	0	0	0	\$8,000,000 - \$12,000,000
2026_00076	US197 Five Mile Alternate Access Road Feasibility Study	4	Wasco	Lower John Day ACT	High	Wasco County TSP	Lower John Day ACT		38	38	0	0	0	0	
2026_00081	US97: Colfax Lane - Dover Lane	4	Jefferson	Central Oregon ACT	High	High Bridge to Madras Plan and Jefferson	Central Oregon ACT		38	38	0	0	0	0	\$10,000,000 - \$20,000,000
2026_00053	US30/10th street paving - Baker City	5	Baker	North East ACT	High		Northeast ACT	Region 5	37	0	26	0	6	0	\$3,000,000 - \$5,000,000
2026_00124	I-405: Willamette River (Fremont) Bridge Painting Phase 1	1	Multnomah	Region 1 ACT	Medium		Bridge		37	10	27	0	0	0	>\$100,000,000
2026_00043	US20: Pine Creek Rd - Warm Springs Road	5	Harney	South East ACT	Medium		Region 5		35	0	27	0	8	0	\$9,000,000 - \$14,000,000
2026_00051	OR82 Adams Avenue Paving	5	Union	North East ACT	High		Northeast ACT		35	0	27	0	8	0	\$2,000,000 - \$4,000,000
2026_00027	US101: Abbey St – US20 Urban Upgrades (Newport)	2	Lincoln	Cascades West ACT	High	Newport TSP (2022): Commercial Core	Cascades West ACT		34	20	4	0		10	\$20,000,000 - \$40,000,000
2026_00044	US26: MP 13.2 Bump Slide	2	Washington	North West Oregon ACT	High	N/A	Region 2		33	0	27	0	6	0	\$5,000,000 - \$8,000,000

2026_00055	HWY 20 Passing Lanes-Burns to Bend	5	Harney	Central Oregon ACT,South Central	High		South East ACT		30	30	0	0	0	0	\$20,000,000 - \$40,000,000
2026_00056	HWY 20 Pull-outs	5	Malheur	South East ACT	Medium		South East ACT		30	30	0	0	0	0	\$2,000,000 - \$5,000,000
2026_00029	I-5: Old Salem Rd - Century Dr (Linn County)	2	Linn	Cascades West ACT	High	Linn County TSP (2018) describes	Cascades West ACT		29.3	24.3	5	0	0	0	\$10,000,000 - \$20,000,000
2026_00117	OR241: Chandler (Coos River) Bridge Lift Span Rehab	3	Coos	South West ACT	High		Bridge		18	10	8	0	0	0	\$3,000,000 - \$6,000,000
2026_00052	OR37 Thorne Curve realignment	5	Umatilla	North East ACT	High		Northeast ACT		14	10	4	0	0	0	\$30,000,000 - \$50,000,000
2026_00058	US95 Safety	5	Malheur	South East ACT	High		South East ACT		10	10	0	0	0	0	\$20,000,000 - \$50,000,000
2026_00078	US97 (Shaniko)	4	Wasco	Lower John Day ACT	High	N/A	Lower John Day ACT		10	0	0	0	10	0	\$20,000,000 - \$30,000,000
2026_00067	Newberg Dundee Bypass Completion	2	Yamhill	Mid-Willamette Valley ACT	High	Project is supported by local plans and	Mid-Willamette Valley ACT		6	0	0	0	6	0	>\$100,000,000

ATTACHMENT D

Attachment D is an excel document.

It was attached to the last meeting invite that was sent out.

To request this document, please email COACT@odot.oregon.gov

**CENTRAL OREGON
AREA COMMISSION ON TRANSPORTATION
(COACT)**

OPERATING GUIDELINES

Adopted March 17, 1999
Revised January 12, 2012

**CENTRAL OREGON AREA COMMISSION ON TRANSPORTATION
(COACT)**

OPERATING GUIDELINES

The jurisdictions representing Crook, Deschutes and Jefferson counties, the Confederated Tribes of the Warm Springs reservation and the respective cities of Bend, Culver, La Pine, Metolius, Madras, Prineville, Redmond and Sisters have been granted a charter establishing an Area Commission on Transportation for the Central Oregon Region by the Oregon Transportation Commission (OTC) as of November 17, 1998.

Purpose

- To provide a forum for the discussion, understanding and coordination of transportation issues affecting the Central Oregon region.
- To review the process for determining transportation infrastructure, capital investments and project prioritization in the Central Oregon region.
- To advocate Central Oregon transportation issues to neighboring regions, area legislators and other interested organizations.
- To advise the Oregon Transportation Commission on state and regional policies affecting Central Oregon’s transportation system.

Operating Philosophy

COACT meetings will be scheduled every two months as a means to achieve the above mentioned goals. Additional meetings will be scheduled upon the request of the OTC, the ODOT Regional Manager, or by the desire of COACT. All meetings and committee functions will comply with the requirements of the Oregon Public Meetings Law, ORS 192.610 to 192.690, and every attempt will be made to involve the broadest spectrum of regional transportation stakeholders.

Structure and Membership

The voting membership of COACT will consist of a member and alternate representing each of the following:

Crook County	(designated and/or elected official)
Deschutes County	(designated and/or elected official)
Jefferson County	(designated and/or elected official)
City of Bend	(designated and/or elected official)
City of Culver	(designated and/or elected official)
City of La Pine	(designated and/or elected official)
City of Madras	(designated and/or elected official)
City of Metolius	(designated and/or elected official)
City of Prineville	(designated and/or elected official)

(continued on next page)

City of Redmond	(designated and/or elected official)
City of Sisters	(designated and/or elected official)
The Confederated Tribes of Warm Springs	(designated and/or elected official)
ODOT Representative	(ODOT Region 4 Manager appointment)
Jefferson County Stakeholder Representative	(non-elected official)*
Crook County Stakeholder Representative	(non-elected official)**
Bureau of Land Management Representative	(BLM appointment)
US Forest Service Representative	(USFS appointment)
Aviation Mode Representative	(COACT Executive Committee appointment)
Bicycle and Pedestrian Mode Rep.	(COACT Executive Committee appointment)
Rail Mode Representative	(COACT Executive Committee appointment)
Transit Mode Representative	(COACT Executive Committee appointment)
Trucking Representative	(COACT Executive Committee appointment)
Transportation Options Representative	(COACT Executive Committee appointment)

*Jefferson County (in consultation with the Cities of Culver, Madras, and Metolius) will appoint one additional voting member from interested stakeholders which may represent, but are not limited to: public interest advocacy groups, environmental, land use, local citizens, business, education, public safety providers, non-profit organizations, etc.

**Crook County (in consultation with the City of Prineville) will appoint one additional voting member from interested stakeholders which may represent, but are not limited to: public interest advocacy groups, environmental, land use, local citizens, business, education, public safety providers, non-profit organizations, etc.

Ex-Official Representation (non-voting) will consist of the following:

Local State Legislators	All Crook, Deschutes & Jefferson
Congressional Local Aides	3 Members
All OTC Commissioners	5 Members

The Bend Metropolitan Planning Organization will be represented on COACT through the City of Bend and Deschutes County COACT members.

COACT may choose to establish technical advisory committees to assist in the consideration of technical aspects of policy matters and/or to prepare alternatives and recommendations to be forwarded to the OTC.

Staffing Support

Staff support will be provided by ODOT and/or the Central Oregon Intergovernmental Council or in any matter acceptable to COACT and ODOT.

Quorum

At least 50% of the current voting members constitutes a quorum. Any vacant or unfilled voting member seats will not count toward the quorum.

Decision Making

COACT will use a consensus decision-making process and will foster a collaborative approach to problem solving. Consensus means that all members agree to support the decision. Members may choose not to block the consensus even though they do not fully agree with the decision. Members are encouraged to voice and have recorded all views. Once a consensus decision has been reached, all members agree to support that decision.

Sufficient time will be provided for the members to seek advice from constituents, agencies, or other experts, when desired, before a decision is adopted. All members present at the meeting are included in the consensus process. Any member may abstain from the consensus and may request to be acknowledged as abstaining in any publication of the consensus. Abstaining is a choice not to block or to support the decision.

If any member feels the need to stand in the way of consensus on a decision, he/she will explain his/her concern with the proposed decision to the group, and the group will make every attempt to understand the concern and the underlying interests. The group may decide to delegate the issue to a working group for further exploration, development or recommendation for the full group.

If the group is unable to reach consensus with any of the approaches above, and if a majority of the group feels it is important to reach a decision on the issue in controversy, the group will vote and record the majority and minority views. It is the intent of COACT to use the voting system infrequently so as not to turn the work of COACT into one of garnering votes rather than working collaboratively to find solutions.

The group may delegate decisions on administrative matters to a smaller group, such as the executive committee

Coordination

Coordination with stakeholder groups, residents, and other regions and ACTs is a primary obligation of COACT. COACT will consider local, regional and statewide perspectives.

Officers

A Chairperson and Vice-Chairperson shall rotate annually between the three County representatives. The Chair shall preside at all meetings he/she attends and shall be responsible for helping the group adhere to the operating guidelines. The Chairperson will conduct all meetings in a productive manner, respectful of the need for all interests and

concerns to be raised. The Vice-Chairperson shall assume the duties of the Chair in his/her absence.

Executive Committee

The Executive Committee will consist of the three appointed representatives from each County Government, Tribal Government, and a Region 4 ODOT Representative. The Executive Committee will guide the work of COACT by establishing agendas and meeting dates. All members may suggest agenda items.

Media Relations

All members are free to speak to the press or to various groups on issues before COACT. Members should not represent COACT views unless the group has reached a decision on an item. Members should not characterize the views or comments made by other individual members. Specific media inquiries about COACT will be directed to the Chair, Executive Committee, and/or staff.

Meeting Conduct

Members will treat each other with respect and in a manner that provides opportunity for group decision making. Conflict will also be addressed in keeping with the operating guidelines.

Subcommittee Formation

COACT members or the Executive Committee can form any subcommittee, such as a technical advisory committee, on the basis of need. Members will be asked to submit names of resource persons in their communities. Subcommittees will form and/or disband per ongoing needs of COACT.

Public Outreach Process

All COACT meetings will be open to public attendance and any member of the public may attend any meeting. The public is encouraged to participate at the appropriate time on the meeting agenda.

Meeting Notice

Advanced meeting notice will be submitted to news media, adjacent ACTs, and to interested persons and stakeholder groups which have requested notice. Meeting notices will also be posted at local public institutions, and on the ACT website. Notices will include the time, place, agenda subjects, and the name of the person and telephone number (including TTY

number) to contact to make a request for an interpreter for the hearing impaired or for other communication aids. Meeting notices will be distributed one week prior to the meeting.

A paid meeting advertisement will be considered when COACT meets to develop project priorities for the STIP, for Draft STIP public hearings, and for all electronic meetings.

Meeting Materials

Advance agendas will be posted on the ACT web site one week prior to the meeting. For decision items, every effort will be made to post meeting materials on the ACT web site one week prior to the meeting.

Meeting materials will be made available to everyone in attendance at COACT meetings. Time will be provided on all meeting agendas for public comment.

Meeting Schedule

COACT meets every two months at a regular, established meeting time.

Meeting Location

COACT meetings will be held only in facilities that meet the accessibility requirements of the Americans with Disabilities Act (ADA). No meeting will be held in buildings where discrimination (race, sex, age, national origin, color, creed, disability) is practiced.

Meeting Minutes

Minutes shall be prepared for all COACT board meetings. Minutes shall be distributed to COACT members prior to the next meeting, and shall be posted on the ACT web site.

Name of ACT Work Plan

INSERT DATE

Work Plan for the **Name of ACT**

Dates Covered: 2026-2027

This template includes sample language. This language is provided to support ACTs in completing the necessary documentation. Each ACT should feel free to add its own language.

Introduction – Purpose

Area Commissions on Transportation offer venues to discuss regional transportation issues and provide input to the Oregon Transportation Commission (OTC) to inform their decisions. Per the OTC Policy on Formation and Operation of ACTs, each ACT is expected to prepare a two-year Work Plan that identifies their areas of interest and priorities. Doing so is intended to help focus the work of each ACT and clarify how the group will engage and inform regional and statewide issues. The Work Plan is pre-populated with statewide items that the OTC and ODOT have identified will benefit from ACT engagement. Within this Work Plan the ACT should identify the topics to be covered over the next two years, recognizing things will arise that will require ACT attention that are not yet anticipated. Any identified topic should have a transportation nexus and be tailored to the ACTs' ability to contribute or influence.

ACT Chair

Name of ACT Chair**Name of ACT Vice Chair or Co- Chair if applicable**

Areas of Interest and Priorities

(Include and describe a list of ACT interest areas and priorities specific to your ACT and those listed in the ACT Charter. This is the space to detail the priorities as discussed and agreed upon by the individual ACT. This can include a range of topics such as improving economic vitality, decreasing crashes, supporting climate change actions, improving public transportation connections and accessibility, etc. with a nexus to how the ACT can support such outcomes.)

Name of ACT Work Plan

INSERT DATE

Two-Year Goals and Initiatives

(Identifying goals and related initiatives for this two-year period that relate to the interest areas and priorities and further regional conversations or provide input to the OTC.)

Use this space to provide the ACT two-year goals and initiatives. Be specific. These goals should relate to the ACT priorities articulated above and have related outcomes and/or strategies. Examples: learn more about growing industries and related regional transportation needs, engage more members of the public, seek understanding of connection between housing and transportation, etc. tied to tangible desired outcomes of how the ACT will engage in, advance, inform, or learn about different topics to advance transportation goals.

Goal 1

Desired outcomes and strategies

Goal 2

Desired outcomes and strategies

Goal 3

Desired outcomes and strategies

Name of ACT Work Plan**INSERT DATE**

Meeting Topic Plan

Each ACT should identify a two-year meeting plan with dates/timing and discussion topics.

(All ACTs have a minimum list of topics (provided by OTC staff). This section should include that minimum list and others selected to support and inform the ACT members. Examples of required topics include Federal Infrastructure Bill presentations, CIP-STIP process, Connect Oregon review, Oregon Transportation Plan and other modal plan updates. Optional topic examples include regional priorities, Strategic Action Plan Implementation, Oregon State Rail Plan Implementation, etc.)

The minimum list for 2026-2027 which include action items for the ACTs include:

- Capital Investment Plan development
 - April 2026: Identify the top 3-5 investment/needs of highest interest to the ACT. Identify other investments of interest (no more than 10), using same considerations.
 - Early Fall 2026: Receive updates on projects under consideration
 - Late Fall 2026: Offer comment to the OTC on the draft CIP
- 2027-2030 STIP development
 - January 2026-April 2026: This phase will be reviewing the draft STIP that is out for public comment. OTC seeking input from the ACT.
- Safety & Transportation Safety Action Plan
 - Mid 2026 – Public Review
 - October 2026 – Adoption
- Connect Oregon Project Selection
 - Spring & Early Summer 2026: Review Period
- Oregon Highway Plan
 - 2nd half of 2026 - ACT engagement at key milestones, timeline to be determined.

Other Topics:

- Climate Resilience [Executive Order 25-26](#)
 - Directs state agencies to take action to promote the resilience of our communities and natural and working lands and waters.
- Oregon Rail Plan
 - Summer 2026 - Public Review
 - Mid Fall 2026 – Adoption
- Oregon Freight Plan
 - Development underway

(Use this space to provide a meeting plan to achieve ACT Goals and Key Topics coverage.)

Name of ACT Work Plan**INSERT DATE**

Meeting Public Involvement Requirements

Per the OTC Policy on Formation and Operation of ACTs, each ACT is expected to describe how it will meet public involvement requirements and follow all relevant federal laws, regulations and policies for public involvement. To meet this requirement, the **Name of ACT** intends to do the following.

(Use this space to provide information about public involvement steps and processes.)

ACT Membership

Considering all modes and aspects of the transportation system is central to the ACT's purpose. The OTC Policy on Formation and Operation of ACTs provides a framework for membership considerations to achieve a voting membership that is reflective of its socio-demographic population, represents the geographic diversity of each ACT representation and seeks modal balance. This policy also highlights the importance of engaging tribal partners in transportation. Specifically, the OTC ACT Policy states:

At a minimum, ACT representation will include at least 50% elected or appointed officials from the Area. Representation shall include City, County, and MPO officials within the ACT boundaries. Representatives of the nine federally recognized Tribal Governments in Oregon named in ORS 172.110, Port officials, and Transit officials shall also be invited to participate as voting members and will count toward the requirement of at least 50% elected or appointed officials. The remainder of the representation should be from interested stakeholders which should represent, but are not limited to: trucking, air, rail bicycle, pedestrian, public transportation, public interest advocacy groups, environmental or climate, land use, local citizens, business, education, public safety providers or organization, non-profit organizations, etc. ODOT will be a voting member on each ACT. Members should be carefully selected so that transportation recommendations are coordinated with other local and Regional community development activities, creating consensus within the Area on transportation issues and priorities.

Every two years, each ACT should evaluate current membership and establish membership goals.

Name of ACT recognizes the importance of each member and the perspective each member brings to discussions and decisions. **Name of ACT** is committed to adding the following representatives/perspectives to the current ACT membership:

(Use this space to explain what membership goals are important to the ACT and which representations the ACT will seek in the next two years.)

- Member 1
- Member 2

Name of ACT Work Plan

INSERT DATE

- Member 3

ACT Charter

Each ACT maintains a charter or operational guidelines.

{It is recommended that ACTs include the Code of Conduct in their Work Plan or Charter}

(Use this space to insert ACT Charter or Operating Guidelines. ACTs may use this space to provide information on Charter or Operating Guidelines updates and information about changes that aid in achieving defined Goals and Outcomes.)

Reference: OTC ACT Formation Policy

A link will be provided once the updated ACT Formation Policy is posted.

ODOT ADVISORY COMMITTEE CHARTER TEMPLATE INSTRUCTIONS

****This template has been updated for use by the Area Commissions on Transportation****

Background: The Strategic Review undertaken by ODOT in 2024 recommended the agency review advisory committees' protocols and develop a consistent process of creating, expectation-setting, and supporting advisory committees. The desired outcome is that advisory committees are managed in a consistent and coordinated approach, with clear processes to establish, review, and abolish committees as well as clear expectations and consistent staff support. One of those outcomes is the creation of a charter template.

Directions: Use this template to guide your advisory committee through either the development of an initial charter or the revision of an existing charter. Use the content in the template to guide the development of each section.

Current charter or bylaws documents may already include a lot of this information; if so, this may be a reorganization of those materials. In some cases, the template offers additional opportunities for context to closer align advisory committees.

- After you have created this template document from the 'ODOT – Advisory Committee Workgroup' Teams channel, you need to save it in the location that works best for your advisory committee.
- Black type is template language, often providing explanation, guidance or resources for charter development. This language should not be removed in the interest of context. **Green** type is where you should insert the name of your committee (and, thereafter, the acronym) and provide information specific to your advisory committee.
 - Fill it out with the known information from existing documents and identify any gaps or contradictions. These may be areas of conversation for your committee to consider. We would also appreciate your feedback.
- When your committee has approved its updated charter, please make sure to post a PDF of it on your public-facing website and let the ACAC facilitator know for our records.

<<Insert AC Name>> Charter

Contents

ODOT ADVISORY COMMITTEE CHARTER TEMPLATE INSTRUCTIONS	1
1. Overview and Background	3
2. Committee Role: Core Purpose and Function.....	3
Primary Role of the Name of ACT	3
Optional Activities of the Name of ACT	4
3. Membership & Structure	5
3.1 Membership Roles & Responsibilities.....	5
3.2 Terms of Membership.....	5
3.3 Structure.....	7
3.4 Workgroups, Subcommittees and Technical Teams	7
3.5 Compensation (EECP, HB2992)	8
4. Meetings	8
4.1 Public Meetings & Notices	8
4.2 Meeting Cadence, Schedule and Location.....	8
4.3 Code of Conduct.....	8
5. Conflicts of Interest	9
6. Work Plan.....	9
7. Communication	9
7.1 Correspondence	9
7.2 Media Requests.....	9
7.3 Legislative Interaction	9
7.4 Photography and Recording.....	10
7.5 Public Meetings and Records	10
8. Agreement and Adoption.....	11
Appendix A: ODOT Advisory Committee Code of Conduct.....	12

1. Overview and Background

This Charter lays out the charge, scope, and expectations for the <<Name of ACT>> Advisory Committee (Acronym). It identifies the ways in which the <<Name of ACT>> operates, including structure and processes to reach agreement on decisions or recommendations, and meeting protocols. This charter guides the work and conduct of the <<Name of ACT>> to create and maintain an authentic, open and equitable deliberation and public engagement process.

Please provide any other pertinent background about the advisory committee, including but not limited to: when convened and by whom/what established the advisory committee.

2. Committee Role: Core Purpose and Function

This section should be completed by ODOT staff, describing the scope and role of the committee, and limitations. While the committee will be able to develop work plans on the topics they want to focus, those will be limited to the scope/role as described here. Choose from the options below, delineating between decision-making committees (to which we have very few) and advisory committees.

Decision-making language:

<<XXXAC>> deliberates on [describe topic(s)], with the authority to decide [add description of decision-making scope and limitations].

Advisory language:

<<XXXAC>> is advisory to the Oregon Transportation Commission and ODOT [clarify if is OTC and ODOT, or only one], providing advice on [add topic(s) with specifics].

The <<Name of ACT>> is advisory to the Oregon Department of Transportation and Oregon Transportation Commission on current and future regional transportation issues impacting the state system. The ACT is responsible for seeking public input and making recommendations to the OTC regarding perspectives within their area related to policies, funding, investments, system operations and projects.

. At a minimum, <<Name of ACT>> shall perform the following:

- Provide a forum for understanding and discussing transportation issues amongst transportation partners.
- Provide opportunities for all members to provide updates on relevant and timely topics, project status, projects likely to be funded, project in design phase and those in construction.
- Establish a public involvement process that is consistent with state and federal laws, regulations, and policies.
- Inform the development and implementation of the Oregon Transportation Plan (OTP) and associated mode and topic plans.

- Identify regional considerations, needs, opportunities, and priorities specific to the geography of the <<Name of ACT>> and in consideration of locally adopted plans to inform ODOT's Capital Investment Plan.
- Develop, implement and regularly update a two-year Work Plan following the established format including expectations of the OTC and ODOT, with the flexibility to identify interest areas and priorities specific to the ACT.
- Provide recommendations to the OTC regarding program funding allocations for various investment programs.
- Make recommendations to ODOT regarding special funding opportunities and programs.
- Advance the priorities of the OTC as stated in the Strategic Action Plan, OTP, and other OTC approved strategies and plans.
- Communicate and coordinate Regional priorities with other organizations, including the following:
 - Other ODOT Regions and ACTs
 - Metropolitan Planning Organizations (MPOs)
 - Regional Solutions Teams (RST)
 - Regional Partnerships and Regional Investment Boards
 - ODOT advisory committees
- Consider all modes and aspects of the Transportation System in formulating recommendations, taking into account the provision of elements and connections between air, marine, rail, highway, trucking, transit, bicycle, and pedestrian facilities.
- Consider climate and accessibility implications when making recommendations and balance other objectives such as safety, mobility, accessibility, livability, health, and state of good repair.

Optional Activities of the <<Name of ACT>>

In addition to the above, <<Name of ACT>> may choose to provide advice on activities such as:

- ODOT corridor plans or local Transportation System Plans (TSPs) that contain projects of Regional significance (e.g. a new highway bypass).
- OTC and ODOT investment strategies, investments, projects and policies for other programs and categories that have advisory committees or processes in place.
- Special circumstances or opportunities as applicable. Examples include STIP Fix-It, Enhance, Active and Public Transportation, Safe Routes to School or others such as Federal Lands Access Program, and ConnectOregon.
- Describe other transportation related policy or funding issues relevant to the ACT that would benefit from the coordinated committee discussion afforded by the ACT structure.

Roles and Processes between Members, Agencies, ODOT, and the OTC

The <<Name of ACT>> shall interact with the OTC, ODOT, and other federal, state and local agencies to carry out the specified roles and responsibilities.

- ODOT staff shall provide the ACT with financial assistance, training opportunities, guidance, and technical support.

- ODOT assigns a senior manager as an ODOT representative and a voting member of the ACT who is responsible for conveying information both to and from the ACTs as necessary to complete the feedback loop as described in the OTC Policy on Formation and Operations of the ACTs.
- The OTC will designate two OTC commissioners as liaisons to the ACTs to facilitate communication between the OTC and the ACTs. The OTC will carefully consider recommendations from the ACTs and provide feedback.
- The OTC has responsibility for setting ACT expectations and approving ACT Charters and Work Plans.

For additional information on the OTC and ODOT staff roles and responsibilities, see the [ACT Policy on Formation and Operations of the Area Commissions on Transportation](#) (add hyperlink).

3. Membership & Structure

3.1 Membership Roles & Responsibilities

- **Chairs/Co Chairs/Vice Chair:** Provide leadership to the committee, helping to facilitate conversations and ensure committee delivers the requirements captured in its scope and workplan. Works in close coordination with ODOT liaison.
- **Members:** Responsible for attending meetings, reviewing materials in advance as appropriate and responding to inquiries from fellow committee members and ODOT liaison. Responsible for bringing forth the perspectives they represent in their committee role, if applicable, not solely personal opinion.
- **ODOT Liaison:** Member of ODOT staff who is responsible for maintaining the connection between the committee, the agency and the OTC, as outlined in scope above. Coordinates with committee leadership to ensure committee work is focused on mission and agency needs and within committee scope while also enabling the committee to work issues the committee determines are important.

Outline how the committee will be staffed and supported, whether there is a facilitator, and the responsibility of each role.

3.2 Terms of Membership

A. Geographic Coverage

Describe ACT boundaries, regional issues and geographic community of interest regarding the state transportation system and coordination with existing regional intergovernmental relationships (populations, economy, land use, infrastructure needs, contiguous boundaries, commute sheds, political and programmatic interests, and collaborative opportunities.)

B. Membership

Define roles and representation for each member of the committee, such as mode, region, expertise, etc., if applicable. Include whether members are appointed or by application and any term limits for each role.

Describe the ACT membership, including:

- How the ACT considers representation of all modes and aspects of the Transportation System in their membership selection.
- How members represent the numerous interests within the ACT area boundary related to the management of transportation issues and priorities.
- How the ACT will provide for a wide solicitation for non-elected membership and specify the solicitation process used. (See the Policy on Formation and Operation of the ACTs for details.)
- Specify officers and terms of office.
- Indicate whether alternates are allowed.
- A list of all members, including the representation and voting status of each member and the total number of members. (Use table below.)

<<Name of ACT>> Membership

Name	Role	Representing
	Chair	
	Vice Chair	
	ODOT Representative	
	Team Member	
	Team Member	
	Team Member	
	Team Member	
	Team Member	
	Team Member	
	Team Member	
	Team Member	
	ODOT Support Staff	
	MPO/other Support	

Each member must make a good faith effort to prepare for and attend each meeting. If a member is unable to attend a scheduled meeting, the member is responsible for ensuring any assignments are completed and any input on discussion topics is submitted to the facilitator prior to the meeting, to be considered during the meeting.

Members should maintain an ongoing commitment to regularly attending meetings; if a member is unable to maintain attendance, consideration should be given to change in membership (e.g. swap primary and alternate, find new member entirely, etc.).

Committee Appointments

- If not identified in statute, rule or executive order, committee size and representations shall be identified in the charter.

- Committee members shall identify desired perspectives for any vacant member role, beyond minimum statutory requirements.
- When a member role must be filled by a representative from another committee, other agency or jurisdiction, that committee, agency or jurisdiction shall nominate a person for consideration.
- For at-large members or governor-appointed committees, interested people may apply.
- ODOT committee liaison in consultation with the Chair and the Division Administrator/Appointing Authority will review nominations/applications and make recommendations to the Director.
- For Governor-appointed committees, the ODOT Director provides a recommendation to the Governor for final approval.
 - For ODOT committees, the Division Administrator makes the final appointment unless otherwise stated in guiding documents.

3.3 Structure

Recommendations provided to the Oregon Department of Transportation or Oregon Transportation Commission must be majority-based at a minimum and are ideally consensus-based. Dissenting opinions can be noted but must be identified as such.

Describe the ACT structure, including:

- Collaboration and partnerships with various regional agencies and interest groups.
- Establishment and/or use of ad hoc subgroups such as technical advisory committees (TACs), executive or steering committees, or other advisory groups. (Briefly explain their role as it relates to the ACT responsibilities.)
- Operating Procedures
- Decision Making (Include whether a quorum is required and whether the committee uses consensus decision-making)
- How advice from the committee is brought back to the Oregon Transportation Commission or agency

3.4 Workgroups, Subcommittees and Technical Teams

Committees may form workgroups, sub-committees, and/or technical teams as necessary to advance topic-specific discussions and recommendations. Sub-groups utilized should be time-bound and follow all standard protocols and practices as the Advisory Committee itself.

Outline any plans to form workgroups, subcommittees, and/or technical teams for the committee, including their goals, roles, responsibilities, and meeting schedule (virtual or in-person).

3.5 Compensation (EECP, HB2992)

Governor-appointed committees are subject to HB2992 guidelines (daily rate). ODOT-formed committees can utilize the Equitable Engagement Compensation Program (EECP; hourly rate). Note here which, if any, applies to your committee.

For governor-appointed committees:

Members are eligible for compensation for their time serving on the committee, including time spent reviewing agendas and materials provided in advance, time spent outside of meetings conferring with the facilitators, and time spent in the meetings.

For committees that can utilize the Equitable Engagement Compensation Program (EECP):

Committee members are eligible for compensation for their time serving on the committee through an incentive or stipend. However, they are not entitled to compensation for travel, childcare, food, or any other expenses unrelated to their participation in the committee or group.

Stipends are payments to individuals for their participation on formal advisory committees or groups that meet two or more times. Stipends may be used for committees or groups that advise the department on projects, plans, policies, rulemaking, etc.

4. Meetings

4.1 Public Meetings & Notices

Committee meetings are considered public meetings. ODOT ensures that meetings are open to the public and accessible. Notice of the meetings, agendas, and meeting materials will be posted in advance of meetings on the committee website.

If there are additional ways to notify of meetings, i.e. ODOT GovDelivery notice, committee mailing list, list them.

4.2 Meeting Cadence, Schedule and Location

All Advisory Committee meetings shall adhere to the provisions of Oregon Public Meetings Law (ORS 192.610-690) and provide notice to the public regarding the dates, times and locations of all meetings.

What is the cadence of the committee meetings? Where is the schedule of meetings posted? Where will meetings be held? Will they be virtual, hybrid or in-person?

Is cadence included in creation documents (statutes, etc.)? Outside of that, cadence will be determined by committee, balancing staff availability, scheduling, topics for the year, considering the workplan items.

4.3 Code of Conduct

ODOT has developed a Code of Conduct for all advisory committees to use, attached to this charter as an addendum.

5. Conflicts of Interest

Committee members agree to discuss and make recommendations only when they do not have an actual or potential conflict of interest. A “conflict of interest” is defined as:

Any action or any decision or recommendation by a person acting in a capacity as a public official or media representative, the effect of which could be to the private monetary benefit or detriment of the person or the person’s relative, or a business with which the person or the person’s relative is associated.

Members agree that should such a conflict of interest arise, they will immediately notify the facilitator and abstain from recommendations on that agenda item.

6. Work Plan

The committee maintains a work plan that meets the needs of the committee’s purpose and scope. The work plan guides agenda development and keeps the overall process on track. The chairs/co-chairs, facilitator and ODOT staff will work collaboratively with the committee to adjust the plan as needed.

7. Communication

7.1 Correspondence

Members are encouraged to share opinions and ask questions during committee meetings to ensure full discussions with multiple viewpoints. Questions between meetings may be submitted to the facilitator, and responses may be sent to the entire <<Name of ACT>> membership.

Members recognize that all emails sent to ODOT related to this committee are considered public records and may be made available upon an information request.

7.2 Media Interaction

If any committee member receives a request from the media, they should immediately notify the committee chair, ODOT Liaison and the facilitator. The ODOT Liaison will share these with the ODOT Communications manager to handle. These requests are time-sensitive and should be considered a priority. Communications staff will handle all interactions with media personnel. In the event that a response from the committee is appropriate, the Communications staff will:

- Get in contact with the reporter to ask for more information about the subject and intent of the story.
- Identify a timeline in line with reporter’s deadline.
- Identify who will manage the agency’s response to the request.
- Identify spokespeople who will answer the questions on behalf of the agency.
- Staff the interview, taking notes and ensuring we follow up on any requests or opportunities.

Members may speak with the media directly, but only as an individual and not on behalf of the committee or ODOT, nor should they characterize the points of view of other members.

7.3 Legislative Interaction

- Advisory Committees are extensions of the Oregon Department of Transportation and/or the Oregon Transportation Commission and therefore do not provide recommendations directly to the Legislative body.
- ODOT's Government Relations Section functions as the primary touchpoint for elected tribal leaders, federal and state lawmakers, legislative staff (including professional staff), and lobbyists for the Department.
- If an Advisory Committee desires to engage directly in the legislative process (i.e. take a position on a measure, advocate for specific provisions or language, support or oppose a funding request, etc.), committee members must work with ODOT's Government Relations Section to ensure adherence to agency and enterprise processes and alignment with the Governor's agenda. For purposes of this process, ODOT advisory committees are an extension of ODOT.
 - Except for bills introduced by an executive branch agency and items included in the Governor's Budget, executive branch agencies have "no position" on measures and budget requests unless express approval is granted.
 - The Governor's Office has a defined process for seeking express approval to take a position (of support or opposition) on a measure or budget request.
 - If an Advisory Committee wishes to take a position, please submit that request through ODOT Government Relations.
 - If an Advisory Committee wishes to engage the legislative process without taking a position, please work with ODOT Government Relations.
- Be careful not to represent yourself as a spokesperson for the Advisory Committee without the Department's and the Governor's prior consent and approval.
- If taking a *personal* position on a measure being considered by the legislature, you may not indicate the position is on behalf of the Advisory Committee, ODOT, or the Governor. You may note your membership on the Advisory Committee and clarify you are speaking on behalf of yourself and not on behalf of the Advisory Committee, ODOT, or the Governor.

For example, if you were testifying in committee on a bill you may say: *For the record, my name is Jane Doe and I serve as a member of ODOT's Public Transportation Advisory Committee. I am speaking on behalf of myself and my community and am I not representing the views of the Advisory Committee or the agency.*

7.4 Photography and Recording

Committee meetings are open to the public. Members may be video recorded, audio recorded, live-streamed, and/or photographed during the committee meetings. Zoom meetings are recorded and posted on the project homepage as official records of the meetings. Photographic images from committee meetings may be used by ODOT in outreach materials provided to the public. Any member with specific concerns about this should notify the facilitator.

7.5 Public Meetings and Records

ODOT will conduct committee meetings under the provisions of Oregon Public Meetings Law (ORS 192.610-690) and provide notice to the public regarding the dates, times and locations of all meetings.

All records of the committee, including formal documents, discussion drafts, meeting summaries and exhibits, are public records. Communications among members related to the subject matter of the committee should not be treated as confidential and may be subject to public records requests. "Communications" refers to all statements and statements made during meetings, memoranda, work projects, records, documents or materials developed to fulfill the charge, including electronic mail correspondence by and among the members. The personal private notes of individual members taken at public meetings might be considered public to the extent they "relate to the conduct of the public's business" (ORS 192.41 0(4)).

8. Agreement and Adoption

By their signature, the parties below adopt and agree to abide by this Charter.

Members

Name	Organization/Affiliation	Signature
Example 1	Example	
Example 2	Example	

*Denotes Interim

ODOT Staff & Consultants

Name	Organization/Affiliation	Signature
Example 1	Example	
Example 2	Example	

Appendix A: ODOT Advisory Committee Code of Conduct

Purpose:

To achieve their mission, each advisory committee meeting should be an open forum where members feel safe sharing their values and viewpoints and all opinions are respected.

This Code of Conduct policy sets expectations to guide advisory committee members in their actions during and outside of advisory committee meetings. This policy establishes options for managing conflict and a process for addressing unacceptable behavior.

Code of Conduct:

During Advisory Committee Meetings

- Communicate in a respectful and professional manner
- Be present and stay engaged; hold oneself accountable
- Respect physical and verbal boundaries
- Build positive relationships; assume best intentions
- Respect and share time (be conscious of time: help stick to it or negotiate for more)
- Act in the best interest of the advisory committee's agreed-upon purpose
- Create opportunities for everyone to speak – “Step In, Step Out”
- Everyone's voice is equal and matters: speak your truth, honor courage and vulnerability
- Exercise tolerance of the perspectives and opinions of others (Avoid personal comments that are intended to, or could reasonably be construed to, offend others)

Outside of Advisory Committee Meetings

- Communicate in a respectful manner
- Limit discourse outside of meetings
- Discuss topic areas thoughtfully rather than attacking individual behaviors (deal with issues, not people)
- Be aware of the public nature of written notes, calendars, voicemail messages, and e-mail – advisory committee work (in and out of meetings) is part of public record
- Make no promises on behalf of the advisory committee in unofficial settings

Managing Meetings:

Advisory committee Chairs play an important role in ensuring these public meetings are open to all those who wish to participate in a respectful and constructive manner.

ODOT advisory committee staff, whether a member of the advisory committee, should encourage members to participate by establishing and maintaining open and constructive meetings and partner with the advisory committee Chair.

To encourage respectful dialogue and meeting efficiency, ODOT advisory committee staff and advisory committee Chair should ensure meetings be conducted with the following actions:

Maintain control	Set clear expectations of time allotment and goals.
Keep to the agenda	Note when discussion has wandered away from the agenda topic and get back to the agenda item when necessary.
Encourage full participation	Ensure a respectful and safe environment for everyone to participate; free of insults, disrespect, yelling or other inappropriate behavior.
Discourage time monopolizing	Some members may monopolize time and discourage others from participation. The Chair should discourage this behavior and encourage quieter members to participate by allotting them time to speak.
Weigh all contributions and summarize discussion points	It is important to recognize all participation and consider all contributions. The Chair should note all the viewpoints and summarize impartially before any decisions are made.
Keep calm with strong leadership	Advisory committee Chairs are considered leaders and others look to them to stay calm and provide fairness to all members.

Addressing Unacceptable Behavior:

During Advisory Committee Meetings

Advisory committee Chairs and ODOT advisory committee staff should follow the steps below when addressing unacceptable behavior during advisory committee meetings. Advisory committee members may also assume this responsibility:

- 1 **Redirect** Redirecting discussions back to the agenda topic may prevent escalated behavior and language.
- 2 **Verbal warning** Any member or attendee acting inappropriately will be notified by the ODOT advisory committee staff or advisory committee Chair of such with a verbal warning.
- 3 **Asked to leave meeting** Following a verbal warning, anyone who continues acting inappropriately will be asked by ODOT advisory committee staff or advisory committee Chair to leave the meeting for the remainder of the meeting.
- 4 **Written warning** A written warning from ODOT advisory committee staff or advisory committee Chair will be issued to anyone who is asked to leave a meeting or is found to behave inappropriately toward an advisory committee member or other participant(s).
- 5 **Warning of removal from advisory committee** ODOT advisory committee staff or advisory committee Chair may issue a warning of advisory committee termination to any member who continuously behaves inappropriately during or outside of meetings resulting in more than two written warnings in a span of 12 months.
- 6 **Removal from advisory committee** The ODOT advisory committee staff and the advisory committee Chair should consult regarding removal of any advisory committee member who behaves inappropriately. This decision will be based on the severity and/or frequency of behavior resulting in written warnings.

Outside of Advisory Committee Meetings

In instances where inappropriate behavior associated with the advisory committee has occurred to anyone affiliated with the advisory committee (members, staff, the public, presenters), the following steps should be taken to address this behavior:

- | | | |
|---|---|---|
| 1 | Verbal warning | Any member or attendee acting inappropriately will be notified by ODOT advisory committee staff or advisory committee Chair with a verbal warning that their behavior is offensive or inappropriate. |
| 2 | Warning of removal from advisory committee | A written warning from ODOT advisory committee staff or advisory committee Chair will be issued to anyone who has engaged in unacceptable behavior toward an advisory committee member or advisory committee meeting participants outside of the meeting whether in person, via email or other methods. |
| 3 | Written warning | The ODOT advisory committee staff or advisory committee Chair will issue a warning of advisory committee termination to any member who continues behavior after initial warning. |
| 4 | Removal from advisory committee | The ODOT advisory committee staff and the advisory committee Chair should consult regarding removal of any advisory committee member who behaves inappropriately. This decision will be based on the severity and/or frequency of behavior resulting in written warnings. |

Reporting:

Anyone witnessing or experiencing inappropriate behavior related to advisory committee activities may wish to discuss informally with advisory committee Chair or ODOT advisory committee staff and may wish to resolve the issue personally. Advisory committee Chairs and ODOT advisory committee staff should be available to anyone wishing to discuss concerning behavior.

Advisory committee Chairs should make themselves easily approachable and available for anyone who wishes to discuss concerning behavior or incidents. Advisory committee Chairs will determine if and when inappropriate behavior has occurred and work closely with advisory committee staff to determine appropriate next steps and communicate with those parties involved. It is understandable that some actions or behavior may need additional exploration for determining if action is needed and advisory committee Chairs will work closely with ODOT advisory committee staff to make the most informed decision.

Behavior that is considered unacceptable toward anyone associated with advisory committees should be reported as soon as possible to the designated individual(s) such as ODOT advisory committee staff or advisory committee Chair. Any member of the advisory committee, public, staff, or presenters should report inappropriate or offensive behavior as soon as possible.

Reporting Inappropriate Behavior

Reports of inappropriate behavior can be made by phone, email, or in person (and can be made into formal record or not) to ODOT advisory committee staff or advisory committee Chair. If individuals feel comfortable doing so, it is recommended to document as many details as

possible including related statements, physical actions, or other details as soon as possible after the incident. Reports of such behavior should be made to the ODOT advisory committee staff and include the advisory committee Chair and staff if they are not involved in the incident. Any incidents that involved the ODOT advisory committee staff, advisory committee Chair and other staff should be reported to the ODOT appointing authority(ies) related to the advisory committee.

The report should contain the following:

- Names of all parties involved, including witnesses.
- Date(s), time(s), and locations of occurrence(s).
- Specific and detailed account of conduct that is believed to be inappropriate or offensive.
- Related screenshots, recordings, or other documents.

Responding to a Report of Inappropriate Behavior

The following steps should be completed when responding to a report or following an event:

- Provide specific information to facilitate understanding of what actions were deemed inappropriate.
- Offer resources or training to support the individual in addressing inappropriate behavior.
- Provide information on next steps if the actions occur again.
- Be made aware of any retaliation that occurs.
- Dismiss member, if necessary, by following the process described in the advisory committee's charter, bylaws or other guiding documents.
- Report back to those who filed the initial report or to the group if deemed appropriate.

