

CWACT Full Commission Meeting
Thursday, October 23, 2025
5:00 pm - 7:00 pm

HYBRID MEETING

Benton County Kalapuya Meeting Room
4500 SW Research Way, Corvallis, Oregon 97333

VIA TEAMS VIDEO

Teams Link by clicking [Here](#)

Meeting ID: 231 906 889 257 2

Passcode: 2vR7Jb6Q

Dial in by phone

[1 971-277-1965](tel:1971-277-1965)

Phone conference ID: 813 944 877#

Contact: Erica Bratton (Erica.Bratton@odot.oregon.gov)

AGENDA

- | | | |
|----------------|--|--|
| 1) 5:00 | Welcome and Agenda Review | Commissioner
Pat Malone Chair |
|
 | | |
| 2) 5:05 | Public Comments
<i>This time is reserved for members of the public to comment on issues related to the CWACT's activities.</i> | Chair |
|
 | | |
| 3) 5:10 | Approve Minutes of June 26, 2025 meeting
(Attachment A)

<i>ACTION: Approval of Minutes</i> | Chair |
|
 | | |
| 4) 5:15 | Agency Update <ul style="list-style-type: none">• <i>HB 3991 legislation for new transportation funding for ODOT, counties, and cities</i>• <i>Update on ODOT's Capital Investment Plan (CIP) and Cascades West ACT regional project priorities</i>• <i>Oregon Transportation Commission update</i>
<i>ACTION: Discussion</i> | ODOT Staff |
|
 | | |
| 5) 6:00 | CWACT Work Plan
<i>Discussion on the 2025 work plan update & accomplishments/challenges slide for ACT/Modal Chair meeting (Attachment B & C).</i>

<i>ACTION: Discussion</i> | ODOT Staff,
James Feldmann |

6) 6:30 Other Business**ODOT Staff,
James Feldmann**

- ACT/Modal Chair Meeting on 10/28 at 10am in Salem
- Critical Oregon Airport Relief (Aviation Review Committee)
ACT Representative – Rory Rowen, Corvallis
- Volunteer Insurance Coverage (**Attachment D**)
- Local jurisdiction updates

7) 7:00 Adjournment**Chair**

*The next CWACT Full Commission Meeting is scheduled for
December 18th, 2025*

Primary Members:

Last Name	First Name	Representing	Category
Malone	Pat	Benton County	Chair
Walter	Chuck	Lincoln County	Vice Chair
Nyquist	Roger	Linn County	Primary
Kentta	Robert	Conf. Tribes of Siletz Indians	Primary
Van Drimmelen	Chris	City of Albany	Primary
Olson	Ava	City of Corvallis	Primary
Short	Kathy	City of Depoe Bay	Primary
Conti	Dominic	City of Lebanon	Primary
Mark	Rick	City of Lincoln City	Primary
Hickam	Mike	City of Millersburg	Primary
Cuthbertson	Jeanni	City of Monroe	Primary
Kaplan	Jan	City of Newport	Primary
Saalsaa	Rich	City of Philomath	Primary
Sanchez	Angelita	City of Sweet Home	Primary
Samaniego	Joe	City of Tangent	Primary
Silvia	Frank	City of Toledo	Primary
Townsend	Jerry	City of Waldport	Primary
Collins	Barry	City of Yachats	Primary
Sylvia	Gil	Port of Newport	Primary
Bronstein	Sarah	Benton County – Private Sector	Primary
Steele	Janet	Linn County – Private Sector	Primary
Hildebrant	Christine	ODOT	Primary

QUORUM REQUIREMENT: For the purpose of conducting official business, a quorum shall exist when either:

1. Representatives from fifty-one (51) percent (%) of the voting members are in attendance; or
2. The following representatives are present:
 - Two of three county commissioners
 - Two additional representatives from each county, whether cities, ports, private sector members, or CTSI representatives.

(CWACT Bylaws: Article VI – Organization Procedures Section B)

CASCADES WEST AREA COMMISSION ON TRANSPORTATION
FULL COMMISSION MEETING
Thursday, June 26, 2025
5:00 pm – 7:00 pm

Last Name	First Name	Representing	Attendance
Malone	Pat	Benton County	Gary Stockhoff
Bronstein	Sarah	Benton County – Private Sector	No
Van Drimmelen	Chris	City of Albany	Rob Emmons
Olson	Ava	City of Corvallis	No
Short	Kathy	City of Depoe Bay	No
Conti	Dominic	City of Lebanon	No
Mark	Rick	City of Lincoln City	Yes
Hickam	Mike	City of Millersburg	Yes
Cuthbertson	Jeanni	City of Monroe	No
Kaplan	Jan	City of Newport	Anna Laukea
Sanchez	Angelita	City of Sweet Home	Ken Bronson
Saalsaa	Rich	City of Philomath	Jessica Andrade
Samaniego	Joe	City of Tangent	Yes
Silvia	Frank	City of Toledo	No
Collins	Barry	City of Yachats	Yes
Kennta	Robert	Conf. Tribes of Siletz Indians	No
Hall	Claire	Lincoln County	No
Nyquist	Roger	Linn County	Yes
Steele	Janet	Linn County – Private Sector	No
Hildebrant	Christine	ODOT	Yes
Sylvia	Gil	Port of Newport	Yes
Dunn	Greg	City of Waldport	No

Ex-Officio Members: Corum Ketchum (CAMPO)

Guests: James Feldmann (ODOT Alternate), Greg Jones City of Tangent

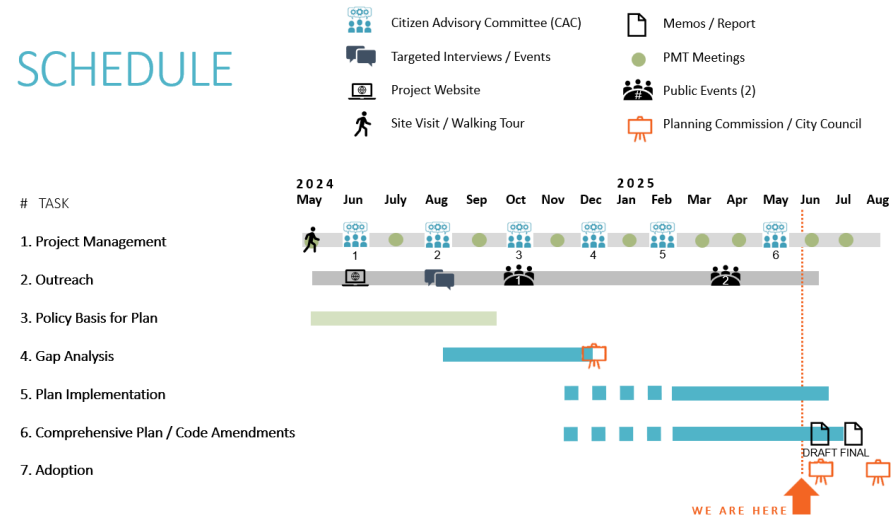
OCWCOG Staff: Planning Manager Matt Lehman, Agency Director Paul Egbert, and Executive Assistant Ashlyn Muzechenko

TOPIC	DISCUSSION	DECISION / CONCLUSION
1. Welcome and Agenda Review	<p>With both the Chair, Commissioner Pat Malone, and Vice-Chair Commissioner Claire Hall absent, Commissioner Roger Nyquist assumed the role of standing in chair to run the June CWACT Full Commission meeting</p> <p>The stand in chair, Commissioner Roger Nyquist called the CWACT Full Commission meeting to order and conducted an agenda review at 5:06pm.</p> <p>There were no changes to the meeting agenda.</p> <p>Port of Newport Commissioner Gil Sylvia shared an introduction to the Port of Newport and Welcomed everyone to the Coast and Lincoln County.</p>	
2. Public Comments	There were no public comments presented to the CWACT Full Commission Members.	There were no public comments.
3. Approve Minutes of February 27, 2025 (Attachment A) Action: Approval of minutes	<p>Councilor Rick Mark moved, to approve the Minutes of the April 24, 2025, CWACT Full Commission Meeting. Commissioner Gil Sylvia seconded. The motion carried successfully.</p> <p>Christine Hildebrant of ODOT voted in favor. Jessica Andrade with Philomath voted in favor. Councilor Rick Mark with Lincoln City voted in favor. Commissioner Gil Sylvia with the Port of Newport voted in favor. Anna Laukea with Newport voted in favor. Gary Stockhoff with Benton County voted in favor. Councilor Mike Hickam with Millersburg voted in favor. Commissioner Roger Nyquist with Linn County voted in favor. Rob Emmons with Albany voted in favor. Joe Samaniego with Tangent voted in favor. Barry Collins with Yachats voted in favor. Ken Bronson with Sweet Home voted in favor.</p> <p>There were no votes against.</p>	Councilor Rick Mark moved, to approve the Minutes of April 24, 2025, CWACT Full Commission Meeting. Commissioner Gil Sylvia seconded. The motion carried successfully.

<p>4. Cacus to Select Executive Committee Members</p> <p>Action: Elect a Linn County member to serve on executive committee</p>	<p>The Linn County representatives present reviewed the request to nominate a new member to replace the former Councilor Jackie Montague.</p> <p>Councilor Mike Hickam of Millersburg volunteered to sit on the executive committee. The linn County members present approved of this nomination.</p> <p>The CWACT Full Commission members in attendance approved of Councilor Mike Hickam serving as the second Linn County member on the CWACT Executive Committee by consensus.</p> <p>Christine Hildebrant of ODOT voted in favor. Jessica Andrade with Philomath voted in favor. Councilor Rick Mark with Lincoln City voted in favor. Commissioner Gil Sylvia with the Port of Newport voted in favor. Anna Laukea with Newport voted in favor. Gary Stockhoff with Benton County voted in favor. Councilor Mike Hickam with Millersburg voted in favor. Commissioner Roger Nyquist with Linn County voted in favor. Rob Emmons with Albany voted in favor. Joe Samaniego with Tangent voted in favor. Barry Collins with Yachats voted in favor. Ken Bronson with Sweet Home voted in favor.</p> <p>There were no votes against.</p>	<p>The CWACT Full Commission members in attendance approved of Councilor Mike Hickam serving as the second Linn County member on the CWACT Executive Committee by consensus.</p>
<p>5. Newport City Center Revitalization Plan</p>	<p>Anna Laukea shared the Newport City Center Revitalization Plan with the CWACT members and guests in attendance.</p> <p>Laukea noted this plan is to Develop land use policies, regulations, financial incentives, to support reinvestment in Newport's City Center.</p> <p>Additionally, this plan has the purpose to Identify transportation solutions that compliment proposed land use policies to promote mixed use development to create a live-work environment where residents have convenient access to employment and essential</p>	

services.

Laukea shared the following schedule with the group:



Laukea shared the following project goals and how they will be met:

1. An active mix of uses in a walkable environment. Met by infill, wider/buffered sidewalks.
2. Safe, efficient traffic flow and managed parking. Met by reduced vehicle/ped conflicts.
3. A clean, welcoming appearance. Met by gateways, streetscaping, code updates.
4. Planned property development and acquisition. Met by incentives and partnerships.
5. Targeted investment in infrastructure. Met by implementation actions/strategy.

The following were identified as Near Term Priorities (2026-2027)

Near-Term Priorities (2026-2027)



Housing Development & Site Readiness

- Developer contact list; convene roundtable
- Employer-assisted housing outreach
- Explore public-private partnerships & URA predevelopment grants



Business Support & Activation

- Pilot pop-ups, events, tactical urbanism
- Host business meetups via Chamber
- Draft storefront/tenant improvement grant guidelines



Farmers Market & Public Spaces

- Engage Farmers Market leadership
- Commission conceptual design & cost estimate



Public Realm & Identity

- Pilot low-cost beautification
- Explore branding/wayfinding concepts (UO partnership)



Codes & Parking Strategy

- Zoning for mixed-use/residential
- Form-based code & height/density bonuses
- Reduce parking minimums



ODOT & Transportation Coordination

- Coordinate w/ODOT on advocacy, scoping, & cost estimates
- Advance grant applications (US 101/20)
- Secure letters of support & local match

The following were identified as Mid-Term Priorities (2028-2032)

Mid-Term Priorities (2028-2032)



Housing Development & Site Readiness

- Leverage URA land for mixed-use & housing
- Establish public land sales guidelines
- Prioritize development around hospital, business district, US 20 corridor



Business Support & Activation

- Launch storefront and tenant grants
- Establish retail partnership network
- Pilot festival street closures/expand temporary activations
- Market vacant sites



Farmers Market & Public Spaces

- Plan for future of the farmer's market
- Explore multi-use programming
- Integrate w/festival/public space planning



Public Realm & Identity

- Commission branding and wayfinding plan
- Host community workshops
- Install permanent signage & gateways



Codes & Parking Strategy

- Monitor code changes and their impact
- Scope parking management study
- Pilot shared or temporary parking strategies



ODOT & Transportation Coordination

- Support ODOT w/design and funding effort
- Coordinate local infrastructure planning
- Finalize construction & implementation agreements

Questions from ACT members can be sent to Derrick Tokos (d.tokos@newportoregon.gov).

6. ODOT Region 2 Update

Savannah Crawford was unable to attend this meeting as previously expected. Christine Hildebrant provided a summary and collected

	<p>questions to take back to Savannah. If you have further questions, please email them to Christine at christine.d.hildebrant@odot.oregon.gov.</p>	
<p>7. Capital Investment Plan (CIP) Investment Strategy</p> <p>(Attachment B)</p> <p>Action: CIP Comments</p>	<p>The ACT members in attendance agreed to prioritize the following 3 of 6 goals for the</p> <ol style="list-style-type: none"> 1. Safety 2. Mobility 3. Stewardship. <p>Accessibility was also mentioned as a runner up.</p>	
<p>8. CWACT Work Plan Comments</p> <p>Action: Discussion</p>	<p>The members reviewed the current work plan goals and noted they agreed to continue with these goals with minor changes to IIJA funding goals language to be more inclusive to all funding opportunities. The full commission will need to approve a new work plan in October 2025 at their regularly scheduled meeting.</p>	
<p>9. Other Business:</p> <ul style="list-style-type: none"> • July 31st Corvallis OTC Meeting Presentation (Attachment C) • CED Director Transition Letter (Attachment D) • Cancellation of August 28, 2025, Full Commission Meeting 	<p>Christine Hildebrant shared a brief update on the July 31st OTC meeting where the Chair and Vice-Chair of the CWACT will be presenting on the ACT's work plan.</p> <p>Matt Lehman, planning manager at OCWCOG shared with Jaclyn Disney, CED Director is no longer with OCWCOG as of June 12, 2025.</p> <p>Hildebrant, shared with recent budget changes, OCWCOG will no longer be contracted with ODOT to staff the Cascades West ACT, ODOT will be taking on that role. More information to come on this item, please contact Christine Hildebrant for further information (christine.d.hildebrant@odot.oregon.gov).</p> <p>As per the request of the members in attendance, the August Full Commission meeting remains on the schedule, this meeting may be cancelled closer to time if new information regarding the budget and legislative session does not come available.</p> <p>OCWCOG Staff would like to extend a heartfelt thank you to the Port</p>	

	of Newport for hosting our meeting in their new facility.	
10. Adjournment	The next CWACT Full Commission Meeting is scheduled for August 28, 2025, the location and setting are still being determined. More information will come out from ODOT staff closer to time.	The meeting was adjourned at 6:45pm by the stand in Chair, Commissioner Roger Nyquist.

October 2025

DRAFT Work Plan

Approved at the [DATE], 2025 CWACT Meeting

Cascades West Area Commission on Transportation

2025-2027

Introduction

Area Commissions on Transportation (ACTs) offer venues to discuss regional transportation issues and provide input to the Oregon Transportation Commission (OTC) to inform their decisions. Per the [OTC ACT Policy on Formation and Operation](#), 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.

The Cascades West Area Commission on Transportation (CWACT) received its charter (*Appendix 1*) from the Oregon Transportation Commission in October 1998. For nearly a decade prior to this date the Transportation Advisory Committee of Oregon Cascades West Council of Governments (OCWCOG) served in many respects as an Area Commission on Transportation, providing a forum for regional transportation dialogue, coordination, and decision-making. The CWACT continues to operate as a standing commission of the Oregon Cascades West Council of Governments, wherein the OCWCOG Board of Directors appoints CWACT members annually.

The Cascades West Area Commission on Transportation operates under the following mission statement:

The concerns of the Cascades West Area Commission on Transportation (CWACT) shall include issues that affect the regional transportation system and its links to areas beyond the region. The Commission recognizes that developing and improving the transportation system is a long-term process. Therefore, CWACT strives to build and sustain the consensus and support for project priorities, plans and policies that benefit the region's transportation system.

This work plan summarizes the approach of the CWACT to advance its mission over the work plan period.

ACT Chair & Co-Chair (2025)

Pat Malone, Chair
Claire Hall, Vice-Chair

Membership and Organization

Each public jurisdiction within the three counties is eligible to participate as a CWACT member. The current voting membership includes up to twenty cities, three counties, two port districts, an intermodal facility, and the Confederated Tribes of Siletz Indians. Representatives of jurisdictions are elected officials and alternates may be local jurisdiction staff members. Additionally, each county can appoint two private sector members and the current representatives have substantial backgrounds in private business, transit, bike/ped, rail, freight and ports. The ODOT Area Manager also serves as a voting member. Any transit or transportation district within the three counties can appoint a voting member as well.

Ex officio (non-voting) members include all state legislators that represent portions of the three counties, the Oregon Coastal Zone Management Association, a staff member of the Corvallis Area Metropolitan Planning Organization, a staff member of the Albany Area Metropolitan Planning Organization and the Chairs of the Cascades West Senior Services Advisory Council and the Cascades West Disability Services Council. Additionally, a member of the Mid-Willamette Valley ACT (MWACT) serves as an ex-officio member, and a CWACT member serves as an ex-officio member of MWACT.

The organizational structure is outlined in the attached Bylaws that were adopted in April, 1999, and amended in 2001, January 2005, and April 2023. CWACT jurisdictions believe its current membership broadly and accurately represent the integrated transportation interests in the three-county area. Refer to *Appendix 2* for a list of full committee members and their affiliation.

CWACT has a written protocol with the Albany Area Metropolitan Planning Organization (MPO) and the Corvallis Area MPO to ensure coordinated efforts.

Public Involvement

CWACT members encourage and support stakeholder participation and public involvement in regional transportation items. As indicated in its Bylaws, CWACT encourages and supports public involvement by implementing the methods outlined in the attached Policy on Formation and Operation of Area Commissions on Transportation, adopted by the Oregon Transportation Commission on June 13, 2003. The Cascades West Area Commission on Transportation uses videoconferencing technology for its bimonthly meetings. The videoconference connects members at the OCWCOG office in Albany with members attending at the Toledo office of OCWCOG. With the large size of the CWACT region videoconferencing allows the public to be involved in meetings without the need to travel long distances.

Refer to *Appendix 3* for more details on the public involvement process.

Interest Areas and Priorities

Appendix 4 provides a regional list of prior interest areas gathered during a Technical Advisory Committee Brainstorm on June 15th, 2021. These may be summarized as shown below along with the associated two-year goals.

CWACT Interest Areas and Priorities:

- Bring funding and attention to Cascades West Region to improve the transportation system and benefit our members (Goals 1, 3 and 4)
- Emphasize priority corridors to improve safety between key destinations (Goals 1-4)
- Emphasize regional transit connections and work to connect major destinations (Large Employers, airports, transit centers, etc.) in the Cascades West region with frequent and reliable service (Goals 1-4)
- Emphasize regional multi-modal network connections and work to connect major destinations in the Cascade West Region with safe off-street options (Goals 1-4)
- Address growing popularity of the coast as a destination and the subsequent transportation challenges it brings including congestion and evacuation planning (Goals 1 and 4)
- Improve coordination between the ACT and DLCD. Land use and transportation are interconnected and better coordination is needed (Goals 1 and 4)

Two-Year Goals and Initiatives

Goals relate to the ACT priorities articulated above and have related outcomes.

Goal 1: Have more influence over ODOT project selection in the Cascades West Region

Goal 2: Develop a regional project priority list

Goal 3: Reinforce Oregon Transportation Commission feedback loop when CWACT input is requested

Goal 4: Leverage IJIA funding opportunities and other funding sources to complete and support local efforts to apply for regional priority projects

Meeting Topic Plan

CWACT expects to cover and discuss the following statewide topics:

- STIP/CIP funding
 - 2024-2027 current projects
 - 2027-2030 STIP development: This phase will focus on introducing the public to the STIP and the funding constraints for the 2027-2030 STIP. ODOT seeking ACT input on funding priorities.
 - Capital Investment Plan
- Grant opportunities
 - Federal
 - Federal Lands Access Program
 - State
 - Connect Oregon (potentially in 2026)
 - Oregon Community Paths
 - Safe Routes to School Grants
 - Statewide Transportation Improvement Fund
- Policy & planning updates

- Oregon Highway Plan (ACT engagement in this plan update to begin in 2024)
- Rail Plan
- Transportation Safety Action Plan
- Issues of statewide interest (e.g., revenue and funding discussions)
- Identify regional funding needs and priorities
 - See ACT Priorities topic above
- Equity and transportation
 - Engage diverse voices
 - Consider equity in transportation plans, projects, and processes
- Emerging Issues
 - Vehicle electrification, micro-mobility, etc.

Calendar Plan

Meeting	Scheduled	Possible
December 2025	<ul style="list-style-type: none"> • CIP/STIP Funding Priorities • Regional Funding needs and priorities 	<ul style="list-style-type: none"> • CWACT Region Construction Update
February 2026	<ul style="list-style-type: none"> • Member Orientation • Membership Updates • CIP/STIP Funding • Aviation Grant 	<ul style="list-style-type: none"> • Regional funding needs and priorities
April 2026	<ul style="list-style-type: none"> • Grant Opportunities • Connect Oregon • Oregon Highway Plan 	<ul style="list-style-type: none"> • Regional Funding needs and Priorities
June 2026	<ul style="list-style-type: none"> • Revenue and Funding Discussions • Membership Updates 	
August 2026 (Optional summer recess)	n/a	n/a
October 2026	<ul style="list-style-type: none"> • Grant Opportunities 	
Holiday 2026 (Tentative)	<ul style="list-style-type: none"> • Regional funding needs and priorities 	<ul style="list-style-type: none"> • CWACT Region Construction Update
February 2027	<ul style="list-style-type: none"> • Member Orientation • Membership Updates • Grant Opportunities 	<ul style="list-style-type: none"> • Transportation Policy Changes
April 2027		<ul style="list-style-type: none"> • Transportation Plans Updates (as needed)

Meeting	Scheduled	Possible
		<ul style="list-style-type: none">Regional Funding Needs and Priorities
June 2027	<ul style="list-style-type: none">Revenue and Funding Discussions	
August 2027 (Optional summer recess)	<ul style="list-style-type: none">n/a	<ul style="list-style-type: none">n/a
October 2027	<ul style="list-style-type: none">Grant Opportunities	

Appendices

Appendix 1: Charter Letter



Oregon
John A. Fitzhugh, M.D., Governor

Oregon Transportation Commission
355 Capitol St. NE
Salem, OR 97310

October 14, 1998

FILE CODE:

Grace Crunican, Director
Oregon Department of Transportation
135 Transportation Building
Salem, OR 97310

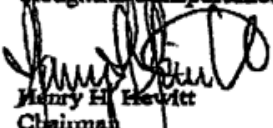
Authorization of Initial Charter for the Cascades West Area Commission on Transportation

The Oregon Transportation Commission (OTC) has considered the proposal for formation of the Cascades West Area Commission on Transportation and has reviewed the initial charter offered for this area commission. The Cascades West Area Commission on Transportation is granted on initial charter authorizing the formation and operation of the area commission.

The charter recognizes the Cascades West Area Commission on Transportation as an official advisory body to the OTC on transportation issues within and affecting the Benton, Linn, and Lincoln county area of Oregon. The charter is subject to the following provisions:

- The charter is effective through June 2000 and is subject to renewal for subsequent periods of time upon approval of the OTC;
- The area commission will make periodic progress reports to the OTC on its formation and work;
- The area commission is authorized to perform all of the functions recommended by the State Advisory Committee of the Oregon Transportation Initiative.

The Oregon Transportation Commission commends the leaders of the Cascades West for their willingness to partner with us in planning and developing a safe and efficient transportation system for our citizens. We look forward to our work together as we strive to enhance Oregon's livability and economic opportunities through thoughtful transportation investments.


Henry H. Hewitt
Chairman

Cc: Oregon Transportation Commission Members
Gary Johnson
Dave Bishop → Bob P. Sims

Appendix 2: List of Members and Representation

2025 – 2026 CWACT Full Commission Membership

Last	First	Represents
Stockhoff	Gary	Benton County
Malone	Pat	Benton County
Bronstein	Sarah	Benton County - Private Sector
Emmons	Rob	City of Albany
Montague	Jackie	City of Albany
Olson	Ava	City of Corvallis
Rowan	Rory	City of Corvallis
Short	Kathy	City of Depoe Bay
Whitlatch	Ron	City of Lebanon
Conti	Dominic	City of Lebanon
Mark	Rick	City of Lincoln City
Parson	Mitch	City of Lincoln City
Hickam	Mike	City of Millersburg
Raum	Mark	City of Millersburg
Lindner	Lisa	City of Monroe
Cuthbertson	Jeanni	City of Monroe
Tokos	Derrick	City of Newport
Kaplan	Jan	City of Newport
Saalsaa	Rich	City of Philomath
<u>Andreade</u>	Jessica	City of Philomath
Sanchez	Angelita	City of Sweet Home
Bronson	Ken	City of Sweet Home
Silvia	Frank	City of Toledo
Samaniego	Joe	City of Tangent
Collins	Barry	City of Yachats
Catherine	Whitten-Carey	City of Yachats
Townsend	Jerry	City of Waldport
Dunn	Greg	City of Waldport
Barlow-Lind	Pam	Confederated Tribes of Siletz Indians
Kenta	Robert	Confederated Tribes of Siletz Indians
Hall	Claire	Lincoln County
Springer	Sherrie	Linn County
Nyquist	Roger	Linn County
Steele	Janet	Linn County - Private Sector
Feldmann	James	ODOT
Hildebrant	Christine	ODOT
Chuck	Walter	Port of Newport
Sylvia	Gil	Port of Newport

Appendix 3: Public Involvement

Public Involvement

ACT meetings will comply with the meetings of the Oregon Public Meetings Laws, ORS 192.610 to 192.690. "Meeting" means the convening of a governing body of a public body for which a quorum is required to make a decision or deliberate toward a decision on any matter." ORS 192.610(5). Meetings include information-gathering sessions, working lunches and electronic meetings. All ACT meetings will be open to public attendance and any members of the public may attend any meeting of the ACT.

A. MINIMUM REQUIREMENTS FOR REGULARLY SCHEDULED MEETINGS

The Act will conduct all meetings in accordance with the following minimum requirements and will strive to meet the preferred standards. The regular meeting requirements will be supplemented with the methods found in Table 1 if the meeting falls into the following additional categories:

Developing project priorities for Draft STIP using approved criteria.

Draft STIP public hearing.

Special meetings.

Electronic meetings.

Meeting Notice

- Advance notice to interested persons and stakeholder groups on ACT mailing list and to new media which have requested notice.
- Notices must include time, place, agenda (principal subjects) and name of person and telephone number (including TTY number) at the public body to contact to make a request for an interpreter for the hearing impaired or for other communication aids.
- A good faith effort must be made to provide an interpreter for hearing-impaired persons on receipt of proper notice. ORS 192.630(5).

Meeting Materials

- For decision items, distribute information to everyone in attendance at the meeting.
- Provide time on the agenda for general public comment.

Meeting Schedule

- If regularly scheduled meetings are not possible, the minimum standard is to provide extra public notification by following the Preferred method of meeting notification.

Meeting Location

- Meets accessibility requirements of the Americans with Disabilities Act (ADA).
- No meeting may be held in buildings where discrimination (race, sex, age, national origin, color, creed, disability) is practiced. ORS 192.630(3).
- Generally held within the geographic boundaries of the ACT's jurisdiction. Training sessions may be held anywhere.
- Contains adequate seating facilities to encourage attendance by the general public.

Meeting Minutes – Minutes shall be prepared for all ACT meetings. Minutes must include at least:

- Members present.
- All motions, proposals and resolutions proposals, and their dispositions.

- Results of all votes/decisions. Secret ballots prohibited.
- Substance of all discussion.
- Reference of all documents discussed (confidentiality of records exempt from disclosure may be protected).
- After each ACT meeting the ACT shall prepare and distribute the minutes prior to the next ACT meeting.
- As appropriate to the Area, meeting minutes shall be provided in languages other than English.⁷
- Minutes must be preserved for a reasonable time.

B. PREFERRED STANDARD FOR REGULAR MEETINGS

In addition to the minimum requirements, the preferred standard for regular meetings includes,

Meeting Notice

- One week advance notice.
- Notices posted at local public institutions (city hall, library, community center, etc.).
- Notices posted on ACT website, along with links to meeting agendas, past meeting minutes, technical materials and documentation.

Meeting Materials

- Provide advance agenda one week prior to the meeting, either on the ACT website or through the mail.
- For decision items, provide technical materials and supporting documentation one week prior to the ACT meeting. Materials can be distributed through the ACT website and/or through the mail.
- Provide copies of all correspondence received prior to the meeting to the ACT members and the public attending the meeting.

Meeting Schedule

- Regular schedule (e.g., meetings at 1:00 p.m. on the last Thursday of each month).

Meeting Location

- Easily accessible by public transportation.

Meeting Minutes

- Post minutes from the meeting on the ACT website.

C. EXECUTIVE SESSIONS

The responsibilities of the ACT do not include work permitted in an executive session (ORS 192.660).

D. CONTROL OF MEETINGS

- The presiding officer has inherent authority to keep order at meetings – can “reasonably” regulate the use of cameras and tape recorders.
- No smoking is permitted at any meeting of the ACT.

E. ROLES AND RESPONSIBILITIES

Roles and responsibilities of parties engaged in public involvement activities on behalf of ACT will be designated in the joint agreement identified in Section V.B., Staffing and Financial Support.

F. PUBLIC COMMENT

The public shall be provided opportunities to speak to the merits of the proposals before the ACT and to forward their own proposals. Public commentary may be taken at any time during the ACT meeting. Copies of all correspondence received prior to the meeting shall be available for ACT members and the public at the meeting. The ACT public involvement process shall demonstrate explicit consideration and response to public input during the planning and program development process.

[illegible]

	plus - Minimum 24 hours Notice							
Electronic Requirements apply to all meetings by electronic means (e.g., personal computers)	- Same as Minimum for meeting type listed above. All procedural and formal requirements apply (minutes, notices, etc.). ORS 192.670.	- Same as Preferred for appropriate meeting type listed above.	- Same as Regular Meetings	- Same as Regular Meetings	- Same as Regular Meetings	- Same as Regular Meetings	- Same as Regular Meetings plus - Room with “listening” device	- Same as Regular Meetings

Appendix 4: Regional Projects List from TAC Brainstorm on June 6th, 2021

Safety	Congestion Mitigation	Bike/Pedestrian	Bridges	Planning
Intersection Safety Improvement - Hwy 34 with Riverside Dr and Orleans Dr	I-5 Albany Area Corridor Improvements identified in ODOT study	Extend Hwy 34 multiuse path from Riverside Dr to Looney Lane	Replacement of railroad bridge crossing Hwy 20 near 59th St in Sweet Home	Yaquina Bay bridge replacement Study
Intersection Safety Improvement - Hwy 226 and Richardson Gap	Hwy 20/34 Signal Improvements Philomath - Corvallis	Multiuse path on N Side of Hwy 20 from 60th St to Quartzville Dr (Sweet Home)	Bridge in Siletz is too narrow - current safety issue	Benton County freight route study (Bellfountain Road)
Street Safety and ADA improvements to Hwy 226 through Scio	Hwy 20 Corridor Signal Improvements North Albany - Albany	Hwy 20 Albany - Corvallis bike path (middle segment Merloy to Scenic) and also the North Albany segment needs some planning to address railroad crossing	General bridge/culvert replacement/improvements through the region	Regional EV charging station plan
Intersection Safety Improvement - Hwy 20 and Knox Butte Rd	Hwy 34 and I-5 Park & Ride facility improvements (potentially with EV charging)	Sidewalk segment from HP to downtown Corvallis		Coastal evacuation route improvements
Intersection Safety Improvements and pedestrian/ADA improvements - Hwy 20 Toledo to Newport	New park & ride in Lebanon Hwy 34 and 7 Mile Ln	Completion of west segment of Philomath couplet		Alternate routes to Hwy 101 around Yaquina Bay, maybe through Toledo - Evacuation route from south Lincoln County to Hwy 20
Hwy 101 East Devils Lake to Logan Rd (also congestion mitigation and bike/ped improvements)	Hwy 99 Circle to Elks (Corvallis) - Signal improvements, maybe additional lanes	Sidewalk on Hwy 101 NW 25th to 36th St (Newport)		Valley to Coast multi-use path (recreational)
Lewisburgh/Granger 99W signal safety improvements	1st and Lyon Intersection (Albany) - right turn N on to the bridge	RRFB along north Hwy 101 NW 60th, NW 55th, 31st, Hwy 20 & Benton, Hwy 20 & Eads (Newport)		Bike/Ped crossing N Albany to Albany (over Willamette - how to connect Albany to the Corvallis-Albany path)
		Signalize 40th and Hwy 101 and connect multiuse path to 35th, sidewalk from Ferry Slip to 40th (Newport)		Highway 20 High Capacity Transit Study
		Multiuse Path N Corvallis to Adair Village along Hwy 99 - Circle to Conifer/Elks		
		Multiuse Path Millersburg - Jefferson		
		Oregon Coast Trail/Bike Route Completion (recreational)		

Workplan Update/Guide

- Please fill out the 2nd slide with the key accomplishments and any challenges or upcoming focus areas related to your workplan.
- Time is limited, be prepared to speak for (5 to 7 mins) during the meeting. This will be followed by a short Q&A time for each presentation.
- Return the completed slide by Oct. 24th. to Jacob.A.Easter@ODOT.Oregon.gov

Cascades West ACT

Key accomplishments [DRAFT]:

- Philomath tour of recently completed streetscape project along Highway U.S. 20/OR 34.
- Newport City Center Revitalization Plan update.
- Discussions on regional project prioritization, speed zone studies, Capital Improvement Plan, heat map tool, and legislative funding.
- Cascades West ACT transitioned from Oregon Cascades West Council of Governments administrative support to ODOT support.

Challenges or areas of focus in the coming months [DRAFT]:

- Funding shortfalls for roads/bridges, maintenance and other infrastructure (long-term revenue not keeping pace with expenditures).
- Incorporation of regional project priorities into the upcoming Capital Improvement Plan.
- On-boarding new members and maintaining member engagement.



**STATE OF OREGON
CONDITIONS OF VOLUNTEER SERVICE**

Volunteer Insurance Coverage (VIC)

As a volunteer working in a State of Oregon agency, you need to understand the extent to which you are covered by State of Oregon insurance for liability and personal injury/illness. Please read the following carefully and sign below.

Tort Liability

You will be protected from civil liability for injuries or damage to the person or property of others, subject to the following general conditions:

1. You are working on a state agency task assigned by an authorized agency supervisor;
2. You limit your actions to the duties assigned; and
3. You perform your assigned tasks in good faith, and do not act in a manner that is reckless or with the intent to unlawfully inflict harm to others.

The conditions and limits of this protection are as stated in the Oregon Tort Claims Act, ORS 30.260-300, and Oregon Department of Administrative Services Risk Management Division Policy Manual, 125-7-202.

Motor Vehicle Liability

If you use a personally owned vehicle in the course of your duties, you are required to have automobile liability insurance to provide your primary coverage for any accidents involving that vehicle. State provided auto liability coverage will apply on a limited basis only after your primary coverage limits have been used.

Volunteer Injury Coverage (VIC)

The agency has elected to have VIC for authorized volunteers. It is limited to only injuries due to an accident while performing volunteer duties. The state will pay medical treatment bills, disability, death and dismemberment benefits to the limits and under the terms and conditions described in Oregon Department of Administrative Services Risk Management Division Policy Manual, Volunteer Injury Coverages, 125-7-204. If you are injured in a private vehicle, the owner's insurance is responsible for your medical bills.

Reporting Responsibility

Any time you are involved in any accident or exposed to a potential liability situation while performing assigned duties, you must inform _____ (name or title) as soon as possible.

Assigned Duties (Note if any document is attached or referred to for details)

I HAVE READ AND UNDERSTAND THE ABOVE DUTIES AND CONDITIONS OF VOLUNTEER SERVICE.

Please Print Information

Name (Last, First, M.I.)	Telephone
Address	City, State, Zip
Estimated beginning date of volunteer service	Estimated ending date of volunteer service
Signature	Date
In case of emergency, please notify (Name)	
Relationship	Telephone
Agency Supervisor	Division/Program
Title	Telephone

READ AND SIGN THE WAIVER AND RELEASE ON REVERSE

**AUTHORIZED STATE VOLUNTEER
PARTIAL WAIVER AND RELEASE OF RIGHTS
UNDER THE OREGON TORT CLAIMS ACT
ORS 30.260-300**

(Volunteer Insurance Coverage (VIC))

READ CAREFULLY

(Please Print Information)

Name: _____

Phone: _____

Address: _____

City/State: _____

Zip Code: _____

As an authorized state volunteer performing activities on behalf of the State of Oregon

_____, (agency), I understand that the state will pay medical treatment bills, disability, death and dismemberment benefits to the limits and under the terms and conditions described in Oregon Department of Administrative Services Risk Management Division Policy Manual, Volunteer Injury Coverages, 125-7-204. In exchange for the coverage, I, for myself, my heirs, executors, administrators and assigns, release and forever discharge the State of Oregon from any and all demands or claims for damage or injury, from any cause of suit or action, known or unknown, that I may have against the State of Oregon, and/or its officers, agents or employees, and from all liability under the Oregon Tort Claims Act, ORS 30.260-300, for any and all harm or damage to my health in any manner resulting from or arising out of my state volunteer activities.

This release does not extend to or waive any rights I may have under the Oregon Tort Claims Act, ORS 30.260-300, to defense and indemnification from any demand, claim, suit or action brought against me, or liability I may be subject to, or arising out of my authorized state volunteer activities.

In the event that I am injured while performing state volunteer activities, I will notify my agency supervisor and apply for injury coverage benefits.

Signature: _____ **Date:** _____

PARENT OR GUARDIAN'S AUTHORIZATION FOR MEDICAL CARE AND CONSENT TO AGREEMENT

READ CAREFULLY

I, _____, as parent or legal guardian hereby grant permission for _____ to do volunteer work for the _____ (agency). In the event of an emergency, accident, or illness, I authorize the agency and its employees to administer emergency medical care to my child and/or, if deemed necessary, to secure emergency medical services and incur expenses for which I will be responsible for payment. **My signature below hereby represents that I have read, understand, and consent to this agreement.**

Signature: _____ **Date:** _____

(Legal Guardian signature required if volunteer is under age 18 years.)

Read the Front Side of this Document