The following protocols were adopted by consensus by the Lane Area Commission on Transportation (LaneACT) on December 14, 2011.

- Support letters and project description template must be included in the mailout packet for LaneACT consideration. Materials must be submitted to LaneACT staff 12 calendar days prior to the LaneACT meeting, which occurs on the second Wednesday of each month.

- The applicant/sponsor must be available at the LaneACT meeting to respond to any questions.

- No walk-ins and/or e-mail requests accepted.

Staff contact information:

Mary McGowan  
Assistant Planner  
Lane Council of Governments  
859 Willamette Street, Suite 500  
Eugene, Oregon 97401  
e-mail: MMcGowan@lgcog.org  
phone: 541-682-3177

David Reesor  
Senior Region Planner, Area 5  
ODOT Region 2  
644 A Street  
Springfield, Oregon 97477  
e-mail: David.Reesor@odot.state.or.us  
phone: 541-747-1354