Wednesday, April 10, 2019
5:30 – 7:30 p.m.

Oregon Department of Transportation – Area 5 office
2080 Laura Street, Springfield

To participate by telephone: 1-669-224-3412
Access code: 822-488-141

*Note:* Times listed are approximate. Items may be considered at any time or in any order at the discretion of the Chair and members of the Commission in order to conduct business efficiently. Persons interested in a particular item are advised to arrive at the start of the meeting.

**AGENDA**

1. **Call to order** (welcome and introductions)  *Quorum = 19*  
   5:30

2. **Review agenda** (additions or deletions)  
   5:35

3. **Consent items**  
   *The following items are considered routine and will be enacted in one action by consensus, without any discussion. If discussion is desired, that item will be removed from the consent agenda and considered separately.*  
   5:40
   a. Approve minutes from March 13th meeting  *(quorum required)*

4. **Comments from the audience**  
   *Please sign-up in advance on the Public Comment sheet provided at the meeting.*  
   5:45

5. **Announcements and information sharing** *(please be brief)*  
   5:50
   a. ODOT update
   b. Metropolitan Policy Committee update (minutes attached)
   c. Other member update
   d. Legislative update

6. **Discussion with OTC commissioner Martin Callery**  
   *Action requested:* Discuss needs and opportunities.  
   *Presenter:* Claire Syrett, Chair  
   6:00
7. **LaneACT rail stakeholder appointment (quorum required)** 6:45
   
   **Action requested:** Appoint rail stakeholder.  
   **Presenter:** Denise Walters, LaneACT staff

8. **Transit funding – application review (cont.) (quorum required)** 6:50
   
   **Action requested:** Finalize comments to submit to ODOT.  
   **Presenter:** Denise Walters, LaneACT staff

9. **ODOT Director recruitment update** 7:20
   
   **Action requested:** Information only.  
   **Presenter:** Frannie Brindle, ODOT

**Other attachments** (for information only)  
- 2018-19 LaneACT calendar  
- Monthly attendance report  
- Membership list *(March 2019)*

**Upcoming meetings**

- **April 18 – Steering Committee** (11:00 to noon) LCOG 5th floor (Camas Room)  
- **May 8 – LaneACT** (5:30 to 7:30 pm) ODOT office, 2080 Laura Street  
- **May 16 – Steering Committee** (11:00 to noon) LCOG 5th floor (Camas Room)  
- **June 12 – LaneACT** (5:30 to 7:30 pm) ODOT office, 2080 Laura Street

*LaneACT will post meeting materials on its webpage at [www.LaneACT.org](http://www.LaneACT.org) prior to each meeting. To be included on the email notification list, please contact Denise Walters at 541-682-4341 or dwalters@lcoq.org.*
MINUTES
Lane Area Commission on Transportation (LaneACT)
Oregon Department of Transportation – Area 5 Office
2080 Laura Street, Springfield, Oregon 97477
March 13, 2019
5:30 p.m.

PRESENT: Claire Syrett, Eugene, Chair
Ray Smith, Coburg
Mike Fleck, Cottage Grove
Misty Inman, Creswell
Mike Miller, Florence (via teleconference)
Mark Crenshaw, Junction City (via teleconference)
Don Bennett, Lowell
Emma Newman for Sean VanGordon, Springfield
Calvin Kenney, Veneta
Heather Buch, Lane County
Gwen Jaspers, Lane County Transportation Advisory Committee (LC TrAC)
Don Nordin, Lane Transit District (LTD)
Chief Warren Brainard, Confederated Tribes
Charles Tannenbaum, Highway 126 East
Frannie Brindle, Oregon Department of Transportation (ODOT)
Paul Thompson, Central Lane Metropolitan Planning Organization (MPO)
Laughton Elliott-DeAngelis, Bicycle & Pedestrian Designated Stakeholder
Rob Zako, Environmental Land Use Designated Stakeholder
Shelley Humble, Other Stakeholder
Eugene Organ, Other Stakeholder
Teresa Roark, Other Stakeholder

ABSENT: Dunes City, Oakridge, Westfir; Port of Siuslaw; Rail Designated Stakeholder; Jeremy Light, Trucking Designated Stakeholder; and George Grier, Other Stakeholder.

OTHERS: Mark Bernard, Bill Johnston, ODOT; Becky Taylor, Lane County; Madeline Phillips, City of Creswell; Chris Henry, City of Eugene; Kelly Clarke, Denise Walters, Lane Council of Governments (LCOG); John Ahlen, Aurora Jackson, LTD; Patrick Kerr, Port of Coos Bay; Sergio Gamino, Coos Transit (via teleconference); and Judy Morse, Ken Rivernider, public.

1. Call to Order (Welcome and Introductions)

Chair Claire Syrett called the Lane Area Commission on Transportation (LaneACT) meeting to order at 5:35 p.m. Those present introduced themselves.
2. **Review Agenda – Additions or Deletions**

When Mr. Zako requested agenda item 10 (ODOT Director recruitment update) be moved earlier in the agenda, consensus was to address it after Announcements and Information Sharing.

3. **Consent Calendar**

   a. **Approve minutes from February 13, 2019 meeting**

   Mr. Brindle offered the following correction on Page 2, section 5.a.: “Matthew Garrett was leaving at the end of the fiscal year biennium (June).”

   Mr. Zako amended a statement credited to him on the top of Page 5 to read: “Mr. Zako emphasized the key message was not all accidents were preventable but fatalities were.”

   **Consensus:** Approve the February 13, 2019 meeting minutes as corrected.

4. **Comments from the Audience**

   **Judy Morse**, Eugene, advocated for transit service between Eugene and Florence. She opined there was broad community support for it and described the numerous ways the service would benefit people living in both cities. Ms. Morse thanked LaneACT for their support.

   **Ken Rivernider**, Eugene, also spoke in favor of transit service between Eugene and Florence. He referenced a recent survey in which over 1500 respondents had said they wanted the service. Mr. Rivernider discussed the benefits for tourists, commuters, people seeking medical services, and those using the Eugene airport. He also noted Highway 126 would be safer with less traffic.

5. **Announcements and Information Sharing**

   a. **ODOT Update**

   Ms. Brindle announced on March 18, 2019, the Sixth Street on-ramp to Interstate 105 was being closed for six to eight weeks. Truck traffic was to be detoured to Chambers Street.

   b. **Metropolitan Policy Committee (MPC) Update**

   Mr. Thompson said the MPC had heard many of the same presentations as LaneACT, including updates on LTD’s Moving Ahead and Transit Tomorrow projects. He referred people wanting more information to the MPC minutes, part of the agenda packet.
c. Other member updates

Mr. Elliott-DeAngelis relayed the Safe Routes to School (SRTS) Advisory Committee had completed its work on the infrastructure grants. They were sponsoring several workshops in the next two months to increase awareness of the other grant programs. He described the SRTS infrastructure program to address emergent needs (e.g., improvements in response to a crash).

When Mr. Organ asked if the SRTS pedestrian crossings used flashing beacons or High-intensity Activated crossWalK (HAWK) lights, Mr. Elliott-DeAngelis said either was acceptable. Mr. Organ referenced the proposed Federal Public Rights-of-Way Accessibility Guidelines, saving they required HAWK lights.

Commissioner Buch distributed a flyer entitled Sears Road Safety Project, Public Meeting to Discuss Alternatives. She noted the meeting was set for April 8, 2019.

Mr. Nordin noted the pilot Mobility on Demand program in Cottage Grove was very popular.

d. Rail member recruitment update

Ms. Walters said the application deadline for the Rail Designated Stakeholder position had been extended to March 20, 2019. A decision on the appointment was scheduled for the April LaneACT meeting.

10. ODOT Director Recruitment Update

Ms. Brindle said the Oregon Transportation Commission (OTC) had established a Search Committee to lead the ODOT Director recruitment process. OTC Vice Chair Bob Van Broeklin was chair of the committee. At her request, Mr. Johnston displayed a timetable entitled Draft Oregon Transportation Commission ODOT Director Recruitment and Hiring Plan. Ms. Brindle reviewed the steps in the process. She highlighted in mid-March the OTC’s website (https://www.oregon.gov/ODOT/Get-Involved/Pages/Director-recruitment-2019.aspx) would have a way to give input on the ODOT Director position description. The job was to be posted on April 18, 2019. Ms. Brindle noted in early June the Search Committee planned to convene stakeholder panels to interview the finalists. She asked LaneACT members what level of involvement did they want in the process.

Councilor Syrett shared the Steering Committee had discussed the question. They wanted a member of LaneACT to be appointed to the stakeholder panel. Councilor Kenney concurred.

When Mr. Tannenbaum asked what was the likelihood other ACTs would request to be involved in the stakeholder panel, Ms. Brindle responded it was a probable outcome. She did not know if the Search Committee would create a separate stakeholder panel of only members of ACTs.
Mr. Zako voiced some reservations about being involved in a personnel decision. However, he thought it wise to influence the future direction of ODOT and wondered when was the best point in time to get involved. Mr. Zako supported empowering someone to represent LaneACT.

Mr. Thompson pointed out the OTC had not previously been involved in selection the ODOT Director. The change, part of House Bill 2017, was intended to increase involvement and transparency in ODOT management decisions.

Mayor Smith emphasized the importance of responding to the invitation for involvement.

Ms. Newman suggested the message to the Search Committee indicate “at least one member” of LaneACT be involved in the stakeholder panel.

When Mr. Zako asked Councilor Syrett if she was willing to serve on the stakeholder panel, she said yes. If the opportunity arose, she wanted discussion time on a future agenda to ensure she was representing LaneACT members’ views. Mr. Zako then proposed LaneACT send a letter to the Search Committee saying LaneACT wanted representation (Chair and/or Vice-Chair) on the stakeholder panel and asking the Search Committee when else in the proposed process was LaneACT’s feedback most effective. Mr. Organ supported Mr. Zako’s proposal.

Consensus: LaneACT would send a letter to the OTC Search Committee for the ODOT Director Selection requesting a representative(s) of LaneACT be appointed to the stakeholder panel and asking feedback on when else to be involved.

Mr. Thompson suggested inviting OTC member Martin Callery to the April LaneACT meeting. When Mr. Zako asked what happened to the all-ACT meeting discussed at the Lebanon OTC meeting, Mr. Thompson offered to contact OTC staff and report back.

6. Transit Funding – Applicant Presentations

Ms. Walters gave a Powerpoint presentation entitled STIF Discretionary and STN Proposal Review. She reviewed the timeline for the State Transportation Improvement Fund (STIF) Discretionary Fund and Statewide Transportation Network (STN) grant programs. Ms. Walters said the task before LaneACT members was to recommend to “fund” or “not fund” the grant applications, add comments for the Public Transportation Advisory Committee and OTC review, and, if so desired, prioritize the projects. She noted it was her understanding there were enough resources in the programs to fund all the grant proposals submitted statewide.

Mr. Bernard, ODOT Regional Transit Coordinator, clarified ODOT staff had raised concerns regarding some of the grant applications. Although funds may be available, money would not be allocated if staff determined it was not well spent.

Ms. Walters displayed a map showing the coastal routes proposed for the STIF out of district projects. She asked each applicant to discuss their application.
Mr. Gamino, Coos County Area Transit, described the proposed Coos-Bay Florence Connector. The service was planned for three round trips on Mondays, Wednesdays, Fridays, and Saturdays. They anticipated purchasing a hybrid vehicle that provided seating for ten people, one ADA stations, a bike rack, and space for luggage/storage. He emphasized the schedule coordinated with other coastal routes being proposed.

Ms. Walters shared an e-mail sent to her from Tami Black regarding TAC Transportation Inc.’s proposal for a Coos Bay-Eugene-Bend Vehicle purchase and preventative maintenance. Ms. Black described the route Pacific Crest Bus Lines operated daily. The grant proposal was to purchase an additional larger bus and fund the level of maintenance needed for vehicles traversing mountain passes. Current ridership averaged forty boardings per day.

Mr. Ahlen, LTD, explained the Diamond Express provided three round trips each weekday from the Oakridge/Westfir communities to the Eugene/Springfield metropolitan area (and connected to Amtrak and Greyhound services). Ridership was approximately seven hundred people per month. The grant proposal was for FTA Section 5311 (f) Intercity Discretionary funds.

Kelly Clarke, LCOG, discussed the Florence-Eugene Intercommunity Route. She noted the feasibility study has recently been completed and the recommended next step was a two-year pilot project. The proposed level of service was two round trips each day. Ms. Clarke described the coastal route proposals as a “spoke and hub system”, with Florence serving as the hub.

Ms. Clark also reviewed the Florence-Yachats Connector proposal. It continued the current pilot program’s level of service between the two communities (four times per day, five days per week) for another two years. She noted the pilot program had not been operating long enough to provide definitive results.

Ms. Walters said the final grant proposal under discussion tonight was the Oregon Cascades West Council of Governments 99West Transit Corridor Feasibility Analysis and Implementation. Mr. Bernard explained it was a two-phase proposal for service between McMinnville and Junction City. The first phase was a feasibility study. Were the results conclusive, the second phase was a pilot project.

Ms. Walters asked if LaneACT members had any questions about the grant applications.

Regarding the 99West Transit Corridor proposal, Mr. Nordin asked why it didn’t connect to Eugene. Mr. Thompson asked how the feasibility study was judged and what happened to the funding for the pilot project were the results not favorable. Mayor Crenshaw expressed reservations regarding the cost of the proposal versus his view of the potential ridership.

Mr. Bernard responded the 99West Transit Corridor proposal could not duplicate existing service and LTD already provided service between Junction City and Eugene. He explained ODOT and the Oregon Cascades West Council of Governments would develop performance measures and targets for the feasibility study. If not met, the money for the pilot program would be reprogrammed as part of a narrower statewide solicitation or held over to the next biennium. Ridership estimates were part of the decision to undertake the pilot program.
Responding to Ms. Brindle’s question if the Diamond Express proposal included Saturday service for recreational mountain bikers, Mr. Ahlen said the grant proposal did not. However, LTD was conducting a pilot project for Saturday service.

When Mr. Tannenbaum asked if the City of Bend contributed to the Pacific Crest Bus Lines’ Coos Bay to Bend route, Mr. Bernard said no.

Councilor Syrett asked LaneACT members what kind of input did they want to provide the OTC.

Mr. Organ said the local STIF Advisory Committee had voted to recommend the OTC fund all the grant proposals and had not prioritized them. Mr. Thompson added the MPC did the same.

Several LaneACT members advocated a similar approach. Mayor Smith said all the connectivity proposed was important. Councilor Syrett and Mr. Zako concurred. Mr. Thompson emphasized the grant program was established to cross jurisdiction boundaries and connect communities. He questioned the need to prioritize when there was no funding constraint.

Others expressed a different view. Mr. Organ suggested prioritizing the Eugene-Florence and Diamond Express proposals higher than the others. Ms. Humble agreed. Commissioner Buch also concurred, noting LaneACT should prioritize projects within Lane County. Mayor Crenshaw observed LaneACT had repeatedly heard from the public regarding the need for Eugene-Florence transit service.

Ms. Brindle recommended LaneACT support all the grant proposals and emphasize the community input regarding the Eugene: Florence transit and Diamond Express in the comments.

When Mr. Thompson observed LaneACT had another meeting before their input needed be submitted, Mr. Zako suggested they agree to recommend all the projects be funded and the Steering Committee develop a process for the April meeting regarding other steps.

Consensus: LaneACT members agreed to recommend the OTC fund the Coos Bay-Florence Connector, the Coos Bay-Eugene-Bend Vehicle purchase and preventative maintenance, the Diamond Express, the Florence-Eugene Intercommunity Route, the Florence-Yachats Connector, and the 99West Transit Corridor Feasibility Analysis and Implementation grants.

Responding to Mr. Zako’s desire for LaneACT’s oversight of transit cost, ridership, and integration, Mr. Bernard explained ODOT staff tracked performance measures required by the STIF. He offered to bring the information to a future LaneACT meeting.

7. Quorum Standard

Ms. Walters reviewed the staff memo in the agenda packet. The current Bylaws set the quorum at nineteen. Noting there had been times in the past when LaneACT was unable to conduct
business due to a lack of quorum, Ms. Walters said staff had proposed three options: removal of vacant positions from the count (which set the quorum at between fifteen and seventeen); change the definition of the quorum to 50% plus one (resulting in a quorum of fifteen); or implement both proposals (which set the quorum between thirteen and fourteen).

When Mr. Nordin asked if the quorum threshold would vary from meeting to meeting depending on vacant positions, Ms. Walters explained she would determine the threshold prior to each meeting based on the number of vacancies and include the information on the agenda.

Councilor Syrett observed LaneACT had a very generous absentee policy. She believed if an agency representative did not attend for more than three meetings, they should not be considered as part of the quorum requirement. Councilor Syrett emphasized that should an agency representative return, they would immediately regain membership.

Councilor Fleck advocated for changing the definition of a quorum to 50% plus one. He said it was a standard used on many boards and was very fair.

Mr. Zako opined there should be a difference between a vacancy due to an unfilled position (e.g., a designated stakeholder) versus jurisdictional members who didn’t participate.

Mr. Thompson agreed the 50% plus one definition of a quorum was preferable to the current policy. He also thought unfilled positions shouldn’t count in the quorum. When he suggested there should be a strategy to reach out to those jurisdictions that didn’t participate, Councilor Kenney concurred.

Councilor Syrett thought LaneACT members had raised more issues than could be resolved in the time remaining. She requested the topic be scheduled for a decision at the April meeting.

8. OTC Member Vacancy

Ms. Brindle announced OTC Chair Tammy Baney was nearing the end of her second term on the OTC. No decision had been made regarding her re-appointment. If Ms. Baney were not re-appointed, her replacement needed to come from East of the Cascades.

Mr. Thompson added there was rumor of another OTC vacancy. It did not have the same requirement. Taking every opportunity to stress the importance of Lane County representation on the OTC, the MPC had submitted letters of support for Sid Leiken and Karmen Fore.

9. Legislative Update

Mr. Thompson directed LaneACT members’ attention to the Legislative Preview material in the agenda packet. He noted there had not been a lot of movement on the proposed legislation and opined things looked positive for radar speed zone enforcement and SRTS match reduction.
Mr. Thompson observed at the federal level there was no apparent consensus regarding funding for transportation infrastructure. He relayed that Congressman Peter DeFazio, Chair of the House Transportation Committee, was looking for project ideas for discretionary funding.

11. Adjournment

Councilor Syrett reminded LaneACT members the next Steering Committee meeting was scheduled for March 21, 2019 and the LaneACT meeting was scheduled for April 10, 2019. She adjourned the meeting at 7:25 p.m.

(Recorded by Beth Bridges)
MINUTES
Metropolitan Policy Committee
City of Eugene Library — 100 West 10th Avenue
Eugene, Oregon

March 7, 2019
11:30 a.m.

PRESENT: Lucy Vinis, Chair; Claire Syrett (City of Eugene); Joe Berney (Lane County); Christine Lundberg, Joe Pishioneri (City of Springfield); Ray Smith, (City of Coburg) Frannie Brindley (Oregon Department of Transportation), Carl Yeh, Kate Reid (Lane Transit District); members; Sasha Vartanian for Steve Mokrohisky (Lane County), Gino Grimaldi (City of Springfield), Aurora Jackson (Lane Transit District); Anne Heath for Thomas Boydell (City of Coburg); ex officio members.

Brenda Wilson, Paul Thompson, Kelly Clarke, Dan Callister, Drew Pfefferle, Ellen Currier (Lane Council of Governments); Rob Inerfeld, Chris Henry (City of Eugene); James Decker (City of Springfield); Jeff Kernen (City of Coburg); Bill Johnston (Oregon Department of Transportation); Tom Schwetz, Andrew Martin (Lane Transit District); Carleen Reilly (River Road); Rob Zako (Better Eugene-Springfield Transportation); guests.

WELCOME, CALL TO ORDER AND INTRODUCTIONS

Ms. Vinis called the meeting of the Metropolitan Policy Committee (MPC) to order and those present introduced themselves.

ADJUSTMENTS TO THE AGENDA/ANNOUNCEMENTS FROM MPC MEMBERS

Ms. Vinis announced that action items and Audience Participation would be taken up once a quorum was established and called for the Safe Lane Coalition Update.

METROPOLITAN PLANNING ORGANIZATION (MPO) ISSUES

Safe Lane Coalition Update

Ms. Currier distributed a document entitled "Central Lane Metropolitan Planning Organization: Transportation Safety Action Plan Implementation Status." She stated in 2017 the first MPO safety plan was adopted in collaboration with Lane County. The document described short-, mid- and long-term strategies for implementing the plan. She said the Oregon Department of Transportation (ODOT) provided funding for the MPO to hire a safety coordinator to assist with plan implementation. Many of the strategies focused on programming and education and working with partners inside and outside of the MPO boundary. She introduced Safe Lane Coalition Coordinator Drew Pfefferle.

Mr. Pfefferle used a slide presentation to highlight implementation activities. He said the coalition had 12 members that met monthly and was seeking additional community members. A recent project emphasized safety on incomplete streets, prompted by the death of Irene Ferguson who was struck by a car as she walked along Hunsaker Lane at night. Infrastructure projects were in development, but it would be some
time before construction began. The coalition partnered with Lane County to make yard signs available to residents along incomplete streets warning of the presence of pedestrians. He said private sponsorships were funding production of the signs. Ms. Currier added that Point2point was also conducting outreach and making lights and safety vests available for people walking in the area at night.

Mr. Pfefferle said a partnership with Springfield Safe Routes to Schools (SRTS) was targeting distracted drivers dropping off and picking up their children in school zones. Signs were developed for the zones warning drivers of the dangers and Lane Transit District (LTD) translated signs into Spanish. He said the signs were also available to anyone through the coalition's website.

Ms. Lundberg arrived at 11:45 a.m.

Mr. Pfefferle said a partnership with Lane Education Service District provided a teen driver safety program to improve access to driver education classes to high schools throughout Lane County. A partnership with Lane County conducted community outreach raised traffic safety and speeding awareness with families and children. He said the coalition collaborated with Better Eugene-Springfield Transportation (BEST) to promote awareness for the World Day of Awareness on November 18 and creation of a video "Call to Action." A pledge to be a safe Lane driver included an expanded definition of distracted driving and pledges were also created for walkers, bikers and children.

Mr. Pfefferle said a partnership with Lane County Public Health created a driving under the influence campaign "Get A Ride," which disseminated materials that reminded people of the many options for getting home safely, and provided alcohol server training in Eugene and Springfield. He said plans for 2019 included marijuana driving prevention campaign.

Ms. Vinis commended the great variety of programs and activities to reach everyone in the county.

Ms. Reid said the Safe Lane Coalition made a presentation on its programs at a recent Oregon MPO Consortium (OMPOC) meeting was well received and OMPOC members were very impressed with the work that was being done in Lane County.

Ms. Lundberg referred to Strategy 8 regarding helmet use. She strongly supported the strategy and stressed the importance of wearing a helmet. She hoped to see a campaign that would encourage people to wear helmets. She said Strategy 11 sounded as though it discouraged riding motorcycles. A better approach might be to help other drivers be more aware of motorcycles and the need to share the road. Ms. Currier agreed the language was somewhat confusing. She said the intent was to raise awareness of all modes sharing the transportation system. She said the data showed that motorcycles had a higher incidence of fatal crashes because they afforded less protection than a car. She said the coalition wanted to change how people viewed the need to share the road.

Ms. Lundberg also expressed support for the longer term strategy of working with ODOT to address policies related speed limit changes. She said local jurisdictions were interested in a better way to lower speed limits in their communities. Mr. Thompson said the Oregon Transportation Commission appointed the current speed advisory group as a rule-making advisory committee to explore the rules around setting speed limits.

Ms. Syrett was impressed the coalition's programs and commended its responsiveness to the Hunsaker Lane fatality, which would help with pedestrian safety until infrastructure changes could be made.
Mr. Pishioneri asked if there were grants for enforcement in school safety zones and construction zones similar to those available for DUI enforcement. Ms. Currier said she was not aware of those types of grants. She said ODOT did have enforcement grants, but those funds had to be used for overtime and there were constraints on the availability of officers to work overtime.

Ms. Brindle praised the work of the coalition to prevent distracted driving in school zones, but would like to see everyone, every agency, every school take responsibility for safety. Schools should take the initiative to assure that the adults dropping off and picking up children were doing so safely.

Mr. Pishioneri suggested that the coalition and schools could talk to law enforcement agencies about the school zone safety initiative and see if officers could be available to assist and move the strategy forward more quickly.

Mr. Berney arrived at 12:05 p.m.

Mr. Smith liked the multi-faceted approach the coalition was taking. He said getting people to wear helmets, particularly young people, was a major goal and he supported raising awareness to a higher level. He also felt it was important to have officers in school zones to make parents on cell phones while dropping off and picking up children more accountable. He said school employees were powerless to deal with the problem on their own and a joint effort between schools and law enforcement was necessary.

Mr. Pishioneri asked about 2019 goals how the coalition partners set goals for the next year. Ms. Currier replied that the goals were established when applying for the ODOT grant. She said all partners participated in the goal-setting process. Goals for 2019 included continued roll out of the “Get A Ride” campaign and expand to marijuana dispensaries as well as data showed that prevention of crashes should focus on alcohol and marijuana use.

Mr. Pishioneri suggested that a solution to the issue of officer availability for overtime might be creating a paid targeted position instead of taking from the officer pool.

Ms. Vinis announced that a quorum was present.

APPROVE FEBRUARY 7, 2019, MEETING MINUTES

Mr. Pishioneri, seconded by Ms. Reid, moved to approve the February 7, 2019, MPC meeting minutes as presented. The motion passed unanimously, 9:0.

COMMENTS FROM THE AUDIENCE

Carleen Reilly, River Road Community Organization, thanked the MPC for its response to the death of Irene Ferguson on January 17, 2019, along Hunsaker Lane. She said various jurisdictions had rallied with safety actions that boded well. She expressed appreciation for Becky Taylor and the Lane County transportation staff’s work exploring various safety engineering solutions along Hunsaker Lane. She also thanked the Safe Lane Coalition for its efforts to raise awareness of pedestrian safety in the neighborhood. She said LTD had indicated it was willing to memorialize Ms. Ferguson near the new Santa Clara Transit Station. She was grateful for the City of Eugene’s interest in working with ODOT to change the rules for changing speed limits. She said all of the efforts would take time to implement but would be worth it in the long run if all neighborhoods had the ability to improve pedestrian safety by having speed limits reduced where there was greater risk.
Rob Zako, Eugene, representing Better Eugene-Springfield Transportation (BEST), concurred with Ms. Reilly's comments. Regarding LTD's Transit Tomorrow project, he said the questions were about service - where it should be and how often. The tradeoffs were between service and coverage and the LTD would make its decision later in March. He said the MovingAhead project was looking at five corridors to determine whether enhanced corridor or EmX service was the right choice. At the same time other jurisdictions had projects moving forward for which they were seeking funding such as Eugene's Franklin Boulevard project, Springfield's Glenwood, Main Street and Main Street-McVay Highway study and ODOT's work on Beltline. He said there was a question of prioritization of those projects and he presumed the MPC would have that conversation when federal funds were involved. He said the availability of federal funds with little or no local investment was over and guidelines now required a 50 percent match and challenge was determining how to pay for projects.

METROPOLITAN PLANNING ORGANIZATION (MPO) ISSUES (continued)

Transit Asset Management Performance Measures

Ms. Currier summarized the information she provided at the February 2019 MPC meeting. She said the measures were part of the federal move towards performance-based planning and the MPO had the option of supporting the state targets or creating its own. The proposed resolution would support the state's targets.

Ms. Vinis opened the public hearing and called for testimony. There was no one wishing to speak and the public hearing was closed.

Mr. Pishioneri, seconded by Ms. Syrett, moved to approve Resolution 2019-01 supporting the statewide Tier II targets. The motion passed unanimously, 9:0.

Letter of Recommendation for Sid Leiken for Oregon Transportation Commission (OTC)

Mr. Thompson said there was an opening on the OTC and Sid Leiken intended to apply. He requested approval of a letter of support from the MPC for Mr. Leiken's appointment, a copy of which was included in the agenda materials.

Ms. Syrett felt Mr. Leiken would be a good representative for the region, but noted that the second paragraph identified Mr. Leiken's service in many public roles, but did not specify the length of time in those positions. Mr. Thompson said he would add those details, including being an officer of the LaneACT, when the letter was finalized.

Mr. Berney asked if the MPC could recommend more than one person for the OTC position. He was aware that Carmen Fore, a highly qualified candidate, intended to apply. Mr. Thompson said the last time there was an OTC opening the MPC had supported the applications of three candidates from the area. He said the letter of support should be submitted as soon as possible. He noted that the only constraint was that the five OTC members were split 3-2 between Republican and Democrat appointments. The position that was vacant had been filled by a Republican.

Ms. Wilson said it was important to continue to advocate for an OTC representative from the local area, which was the second largest metropolitan area in the state and had been under-represented on the OTC for many years.
Mr. Thompson suggested the MPC could approve a letter in support of Mr. Leiken, with the inclusion of years of service, and approve a separate letter for Carmen Fore should she decide to apply.

Mr. Pishioneri, seconded by Mr. Berney, moved to approve a letter of support for Sid Leiken's appointment to the OTC, with changes to include his years of public service. The motion passed unanimously, 9:0.

Ms. Syrett, seconded by Mr. Smith, moved to approve a letter of support for Carmen Fore's appointment to the OTC, pending her submittal of an application. The motion passed unanimously, 9:0.

**Statewide Transportation Improvement Fund (STIF)**

Mr. Thompson said the agenda materials included six applications for STIF Statewide Discretionary Funds. He said the major allocation of STIF dollars was by formula, but about nine percent of the money was directed toward statewide grant programs. In accordance with the rules, an advisory committee established by LTD as the local qualified entity had reviewed and prioritized the applications. ACTs would also provide comments on the grant applications, indicating whether or not they supported each of them. ACTs could also prioritize applications if they wished to do so. He said the LaneACT would meet next week to review the applications and asked for direction to him, as the MPC's representative on the LaneACT. He asked if there were any concerns or comments on any of the six grant applications and whether the applications should be prioritized. He said the applications were summarized in the cover memorandum and the LTD advisory committee had approved all six applications with no prioritization.

Ms. Reid said there had been considerable discussion by the advisory committee of the 99 West Transit Corridor Feasibility Study application because it was presented as a study but the application was for the full pilot project. The committee's comments suggested separating those two activities, but a representative from ODOT assured committee members that if the study determined the project was feasible, the pilot project would be vetted before it was implemented. With that assurance, the advisory committee gave its support to the application.

Ms. Lundberg said she was in favor of supporting the list of projects as presented, without prioritization. She asked for additional information about how STIF funds were distributed and the decision-making process for each of the funding streams.

Mr. Pishioneri asked if there was a potential for partial funding of projects and where there any that would not be able to move forward if that occurred. Mr. Thompson said the project list included the funding request for each application and a minimum amount needed to proceed. He said the statewide applications totaled close to available funding and it was likely most of them would be funded.

Ms. Vinis determined there was unanimous consent to move forward with the application list as presented, without prioritization.

**LTD MovingAhead**

Mr. Henry said MovingAhead was a joint effort between LTD and the City of Eugene to explore safe and accessible transportation options for people walking, biking, using mobility devices or riding a bus in five key corridors: Highway 99, River Road, Coburg Road, Martin Luther King, Jr. Boulevard and 30th Avenue to Lane Community College. He provided an overview of the project and activities to date, stating that an
alternatives analysis had been conducted on each corridor separate and investment packages were being developed. He showed a video highlighting elements of MovingAhead.

Mr. Henry said the alternatives analysis was presented to the public last fall and feedback was received about what was most important to people on individual corridors based on their values. He said benefits along a corridor equaled the level of investment. He a public comment period from March 11 through April 10 would ask the public for feedback on the combination of investments.

Ms. Vinis and Ms. Lundberg left the meeting at 12:50 p.m. Ms. Vinis said Ms. Syrett would chair the remainder of the meeting.

Mr. Martin reviewed the public engagement process and outreach activities. He said two questions were posed: 1) in each corridor which alternative made the most sense, and 2) how they should be prioritized. He said people tended to prioritize investments for people who were walking and biking, potential savings in transit time and the number of people and jobs that could be served with the investments. He said no build was the lowest rated alternative for all corridors, EmX was the preferred alternative for River Road and enhanced corridor was preferred for the other four corridors. Based on the environmental analyses and community feedback a series of investment packages were developed, details of which were available on the MovingAhead website. The next steps would include another public comment period and a series of outreach events to obtain feedback on the investment package. That would be followed by presentations to the Eugene City Council and LTD Board of Directors, refinement of investment packages and in the fall engagement of decision-makers about what would be selected as a preferred package of investments.

Mr. Berney asked how many responses were received from the public and LTD's level of ridership. Mr. Martin said over 400 responses were received and LTD's current ridership was 36,37,000 boardings daily.

Mr. Berney commented that 400 people might not be enough on which to base investment packages. He asked how the different corridor concepts were being debated with the public. Mr. Henry said one of the challenges with leadership and decision-making was that the data did not always lead to the answer, but there was policy framework through Envision Eugene, the Eugene 2035 Transportation System Plan, LTD's Long-Range Transit Plan, Eugene's climate recovery ordinance and Vision Zero Action Plan that pointed to making investments in people moving along the corridors. He said even though the sample was small, it demonstrated a preference for doing something rather than nothing. He said investments would occur over a 10-year period and incrementally as funding became available.

Mr. Pishioneri asked what percentage of respondents were affected property and business owners along the corridors. Mr. Martin said letters were sent to impacted property owners and businesses along the corridor offering to discuss the project in person at their businesses or homes in order to obtain their input. He said outreach was not limited to transit riders as the project was about multi-modal improvements and making the corridor work for everyone.

Mr. Smith asked how knowledgeable respondents were about the enhanced option. Mr. Martin described the information that was provided about options for corridor enhancement. Mr. Henry said the alternatives analysis also provided extensive details about definitions of options and the effects. He said the enhanced corridor was more frequent transit service, transit signal priority to bypass congestion and more frequent stops.

Mr. Smith expressed concerns that respondents during public engagement were not well informed about what they were being asked to weigh in on and whether property owners were sufficiently involved.
Mr. Yeh said an LTD Board and Eugene City Council work session on MovingAhead investment packages went well. He said this was a conversation about the community's future that needed to be held now. He said some streets in the community were not functioning well currently for users and with a projected population growth of 35,000 in the next 10 years it was essential that decisions be made now to accommodate that growth.

Ms. Reid said there was an intersection between Transit Tomorrow and MovingAhead. Transit Tomorrow would determine what the community expected from transit operations, while MovingAhead looked at how the transit system operated within the current infrastructure. She said public engagement was important, but it was difficult to get people to engage until something affected them personally. She said MovingAhead was a long-term project and LTD was sensitive to the need to reach out to the right people. She expected the next phase of public engagement would be very robust and provide good information for decision-makers to consider in the fall.

Mr. Syrett asked how resolution would occur if Transit Tomorrow and MovingAhead produced conflicting information. Mr. Martin said Transit Tomorrow was a short-range look at transit operations while MovingAhead was a long-range planning project. He said thus far Transit Tomorrow results were aligned with MovingAhead corridors and those corridors would remain transit's most frequent and busiest corridors as Eugene grew.

Ms. Reid said Transit Tomorrow was an interactive process and LTD would reevaluate every three years in order to remain agile and adaptive to changing technology, growth of the community and economic development, as well as use of the resources now available through STIF.

Follow-up and Next Steps

- **ODOT Update**—Ms. Brindle reported that the 6th Avenue on-ramp to Interstate 105 would be closed for about six weeks beginning March 18. She commended the efforts of maintenance crews during the recent snow storm. She said ODOT Director Matt Garrett was leaving at the end of June and the OTC was conducting a nationwide search for his replacement. There would be opportunities for local stakeholders to be on interview panels and suggested the MPC indicate its interest in being involved in that process.

- **Springfield Main Street Safety Update**—Mr. Johnston reported that the project was in the early phases and on schedule. Existing conditions were being evaluated and a stakeholder advisory committee and technical advisor committee were developing goals and policies. He said a briefing would be provided to the Springfield City Council on March 11.

- **Rail Update**—Ms. Wilson said a bill had been introduced in the Washington state legislature that would allocate about $3.2 million to develop a rail authority for the Cascadia line. She said last year Oregon promised $200,000, British Columbia promised $300,000 and Microsoft had promised another $300,000 in addition to the $200,000 it already gave. She said the rail authority would be charged with developing the organizational structure, engage communities along the corridor and review station locations and rail alignment. She said last year the Washington legislature allocated $1.2 million for a case study and market analysis.

- **LaneACT Update**—Mr. Johnston said the LaneACT would meet on March 13, with the main topic on the agenda a review of STIF applications. Applicants would have an
opportunity to present their projects and respond to questions. He said a discussion of the OTC vacancy was also on the agenda and the OTC’s efforts to recruit a new ODOT director.

- **MTIP Administrative Amendments**—There were no questions.

The meeting adjourned at 1:20 p.m.

(Transcribed by Lynn Taylor)
Agenda Item 6

Discussion with OTC commissioner Martin Callery

**Presenter**
Claire Syrett – LaneACT Chair

**Action requested**
None. Informal conversation with Martin Callery, OTC commissioner.

**Summary**
The LaneACT has discussed the need for more frequent communication with the Oregon Transportation Commission. The OTC has also expressed a desire to have more contact with the ACTs.

Commissioner Callery is the OTC member closest to Lane County, geographically. He lives in Coos Bay and is a former member of the LaneACT (rail stakeholder).

Commissioner Callery will be attending the April 10 meeting to learn more about the LaneACT and to share his insights as an OTC member. The following is a tentative list of topics that will be discussed.

1. Challenges and opportunities for the OTC over the next two years.
2. OTC support for an all-ACT workshop.
3. Other opportunities for the LaneACT to collaborate more closely with the OTC.
4. Funding needs – review list of major projects in the LaneACT area.
5. Other topics of interest.

**Attachments**

A. Funding needs for major projects in the LaneACT area
LanAct Needs List for Remaining Needs After HB 2017 Funding

Funding needs for major projects in the LanAct area (not listed in order of priority):

- OR126: Eugene to Veneta – $400M (widen from 2 lanes to 4 lanes)
- Beltline Highway improvements (Eugene) – $350M (various upgrades to improve safety and mobility)
- OR126E improvements (Springfield) – $150M (Includes interchanges at E. Main St., 52nd, 42nd)
- OR126B Main Street (Springfield) – $70M Transit and Safety Improvements
- Interstate 5 (Eugene to Goshen) – $65M (widen to 3 lanes)
- Franklin Boulevard (Springfield) – $40M (reconstruct former state highway to better accommodate pedestrians, bicycles and transit)
- Coburg interchange – $30M (new overpass and ramps)
- Upgrade bus corridors (Eugene) – $200M (LTD Moving Ahead project. Upgrades to accommodate high-capacity bus service on up to five corridors)
- Eugene train station – $30M (new passenger platform and rail siding to separate passenger trains from freight trains)
- Franklin Boulevard (Eugene) – $28 M (reconstruct former state highway to better accommodate pedestrians, bicycles and transit)

Notes

1. At the Nov. 16 OTC meeting in Lebanon the LanAct identified $788 M in unmet needs, beyond the $80 M in projects funded through HB 2017. The OTC asked for a list of specific projects. In response ODOT staff has compiled this list, with input from local governments.

2. The total amounts to $1.63B. The $788 M referred to at the OTC was based on a preliminary list of projects compiled in 2016. The $1.63B is a more accurate reflection of the need for funding in the LanAct area. It only accounts for major projects. There are many smaller projects that also need funded, including projects identified in local Transportation System Plans.

3. The LanAct has not formally endorsed these as their top funding priorities. However, all of the projects are identified in locally-adopted plans.
Agenda Item 7

LaneACT rail stakeholder appointment

(quorum required)

Presenter
Denise Walters – LaneACT staff

Action requested
Appoint rail stakeholder.

Summary
In December 2018, the seated Rail Representative Scott Parkinson resigned. Recruitment of a new Rail Representative commenced in January 2019. Though multiple parties expressed interest, only one application was submitted. The Steering Committee reviewed and discussed the application and will make a recommendation to LaneACT at the meeting.

Attachments
A. Application from Patrick Kerr, Port of Coos Bay
Applicant Criteria

1. Be able to attend monthly meetings on the 2nd Wednesday of each month, from 5:30 to 7:30 p.m. primarily in Springfield but at times at alternate locations;
2. Be willing to serve an up to 4-year term; and
3. Live in Lane County OR represent a business or organization that operates in Lane County.

<table>
<thead>
<tr>
<th>Name:</th>
<th>Patrick Kerr</th>
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<tr>
<td>Residential/Business Address:</td>
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<tr>
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<tr>
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<tr>
<td>Mailing Address:</td>
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<td>Street</td>
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<td>City</td>
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<td>Zip</td>
<td></td>
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<tr>
<td>Employment:</td>
<td>Director of Rail Operations Oregon International Port of Coos Bay</td>
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The LaneACT is recruiting for the following positions:

- A Designated Stakeholder representing **Rail** interests.

Stakeholders will be appointed to 4-year terms and may be reappointed to subsequent 4-year terms by LaneACT.

(OVER)
Please answer the following questions. Attach additional pages if necessary.

1. **Please describe how your background, training and experience prepare you to represent the appropriate stakeholder position(s).** Include employment, educational, vocational and skill training, degrees and certifications, licenses, participation on boards and committees, memberships, life experience, etc.

I am currently the Director of Rail Operations for the Oregon International Port of Coos Bay, managing the Coos Bay Rail Line. I have 27 years of railroad experience (14 years Class 1, 11 years short line and 2 years as a shipper). I was a certified locomotive engineer/conductor for Class 1 railroad, Manager of Industry and Public Projects for Class 1 railroad, Operations, public projects, government affairs for short lines throughout Oregon for the past 13 years.

I have attended the LaneAct for many years as a member of the community and transportation advocate.

2. **If you are a member of an organization representing the appropriate stakeholder position(s), and/or if you have received an endorsement to serve on LaneACT from such an organization, please describe your membership(s) and/or endorsement(s).**

I am currently the primary freight/rail stakeholder for the SouthWestACT and past Rogue Valley ACT rail system member.

I am a past President and current Vice President for Oregon Freight Rail Users League (ORULE) Board of Directors.

3. **Please provide any additional information about yourself which will help LaneACT select you.**

I strive to bring a value-added non-highway perspective to the transportation systems and projects. I have a strong knowledge and deep background in the State of Oregon’s rail system especially throughout Lane County understanding the challenges, opportunities and partners that effect the rail system and transportation network throughout our region.

I am also a member of the Santa Clara Community Organization Board in north Eugene.

In addition to answering the above questions, you may attach a resumé to provide additional information about yourself if you wish.

**Thank you for applying to be a LaneACT Stakeholder!**

**Demographic Information (Optional):**
The LaneACT collects information on race, ethnicity, national origin, and gender of applicants to the Commission to ensure the inclusion of all segments of the population affected by LaneACT. You have the option of providing this information. You may apply and be selected to be a LaneACT Stakeholder even if you do not wish to provide this information.
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<tr>
<td></td>
<td>□ Native Hawaiian and other Pacific Islander □ Multiracial □ White □ Other</td>
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</table>

Please Return Your Completed Application to:
Mail: Denise Walters, LCOG / 859 Willamette Street, Suite 500 / Eugene, OR 97401-2910
E-Mail: dwalters@lcog.org
FAX: (541) 682-4099 Attn: Denise Walters
Agenda Item 8

Transit funding-application review (cont.)

(quorum required)

Presenter
Denise Walters – LaneACT staff

Action requested
Decide if any projects are to be prioritized. Decide what, if any, comment to submit.

Summary
ODOT has initiated a competitive process for the Statewide Transportation Fund (STIF) Discretionary and State Transit Network Program (funded by STIF Intercommunity Fund and Federal Transit Administration (FTA) 5311(f) monies). LaneACT along with the Lane County STIF Advisory Committee are required to provide a “Fund” or “Not fund” recommendation along with rationale and any additional comment for each application proposing service in Lane County. Each body also has the option to prioritize applications.

At its March meeting LaneACT decided to recommend funding for all of the proposed projects. The group did not reach decision as to whether any projects are to be prioritized, or if any comment is to be submitted. The STIF Advisory Committee recommended funding for all proposed projects and did not prioritize any projects.

LaneACT must submit comment by April 12, 2019.

Attachments
A. Summary sheet of all proposals for service in Lane County.
### 99 West Transit Corridor Feasibility Study

The project will assess and implement the need for transit along the I-99 corridor from McMinnville to Junction City, as part of a larger regional connection along I-99 from Eugene to Portland. Phase I (Demand Analysis) will conduct existing transit provider interviews, focus groups in communities along the corridor, and stakeholder surveys of existing and potential riders. Develop preliminary route analysis with estimated frequency and estimated stops. Phase II (Implementation Plan: Refine route details, determine vehicle type, and create a brand and marketing strategy. Phase III: Implement a 2-year pilot

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<th>Project Description</th>
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### Coos Bay Coastal Connector

This is a new line of service beginning in Coos Bay and ending in Florence. Route will operate Monday, Wednesday, Friday and Saturday. Will provide service for the STI, free, MiT, ADA station, bike rack, space for baggage/storage. Will conduct three round trips per day. We anticipate charging the general public approximately $10 for a one-way trip. Service will be coordinated with all other public transit organizations along the route at designated stops. This will be a vital connection for residents of the south coast that will now allow them to get to and from services in Eugene. This route will serve the existing PHY 101 and will connect with the Coastal Express to the south, operated by Curry Public Transit; the Florence-Yachts Connector to the north, operated by Lane Transit District; and the proposed new extension to the west from Florence to Eugene, managed by Lane Council of Governments. We have already received verbal support from all those neighboring transit agencies as well as the Lane ACT and our own ACT (CoIT/CoIT/CoIT). We are also seeking funds to apply towards a transfer stop in Florence. We envision this stop to be a bike share station with Florence being a key Transit Hub. We hope to equip the stop with wayfinding signage, illumination and possibly other features and amenities depending upon the level of support and funding from ODOT, local, LTD and the City of Florence.

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### Diamond Express

This proposed project serves as a direct link between the rural communities of Diligence and Eugene/Springfield. This provides opportunities for lower income rural residents to access additional transit options near Eugene/Springfield, such as Amtrak and Greyhound. This project supports the transit network by serving two key Transit Hubs in the Eugene-Springfield area. The area is a central hub for transit service and a focal point for interregional and rural bus service.

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### Florence to Yachts Connector

This project is a 2-year pilot along Hwy 366 off the Lane Transit District transit center in downtown Eugene to the Grocery Outlet parking lot in Roseburg with stops in Veneta and potentially Mapleton. The Eugene-Tranxit Center is a centrally located high frequency transit hub, and the Grocery Outlet parking lot is a hub for the Rhody Express service through Florence and the Florence-Yachts Connector route. LOTT recently conducted a public transit feasibility study. Including a survey that generated 1,542 responses. Feedback was overall supportive: 96% of respondents indicating they would use the service for recreation/entertainment, personal needs, medical needs, other, commute to school/education (in order of response rate). The route will provide one round trip in the morning, one in the evening and will have a potential third round trip mid-day. It will also operate at a subsidised fare. This service will start within the first quarter of FY2023. One goal is to assess ridership and use over two summer seasons.

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<td>Lane County Formula Funds, Confederated Tribes of Coos, Lower Umpqua and Siuslaw Indians (STF Formula Funds, Coos County Express Bus, In-kind donations)</td>
<td>Operating - $1,233,000</td>
<td>Lane Council of Governments</td>
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### Coos Bay to Eugene to Bend Vehicle Purchase

The funds will be put towards the purchase of a replacement/new-sized vehicle and preventative maintenance for the Coos Bay - Eugene - Bend bus route. A 30 passenger bus is used regularly. The back up bus sees 24 passengers (only 10 when ADA stations are deployed). Its current mileage is about 237,000. The 24 passenger bus is no longer sufficient for the ridership needs of the route. Additionally, the bus will toe the useful life mileage of 300,000 prior to the arrival of a replacement/new vehicle. The funds for preventative maintenance to ensure that all vehicles are up to FMCSA, UDOT and STF standards by keeping a meticulous maintenance schedule for the vehicles used for the aforementioned route. Pacific Crest Bus Lines also keeps a very strict inspection schedule and mileage interval maintenance schedule in order to reduce the possibility of breakdowns, or need for repair.

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<td>Operating - $465,000</td>
<td>Lane Council of Governments</td>
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### Florence to Eugene to Bend Vehicle Purchase

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Agenda Item 9

ODOT Director recruitment update

Presenter
Frannie Brindle – ODOT Area 5 Manager

Action requested
None. Information only. Review attached letter to the OTC, and description of recruitment and selection process.

Summary
ODOT Director Matt Garrett has announced he will be leaving the organization in June. The Oregon Transportation Commission will be hiring a recruiting firm and conducting a national search to fill the position. The job opening will be advertised on April 18.

The OTC Search Committee, with assistance from the recruiting firm and ODOT Human Resources, will screen the applicants and identify a list of candidates to interview by the end of May. The first round of interviews will be held the first week in June.

A second round of interviews with a smaller group of finalists will take place the following week. This will include meetings with several stakeholder panels. The composition of the stakeholder panels has not yet been determined. Presumably at least one of the panels will include representatives from the various ACTs.

To be proactive, the LaneACT has sent a letter to the OTC Search Committee expressing their interest in having a member participate on one of the stakeholder panels. The LaneACT discussed this matter at their last meeting on March 13, and authorized Chair Syrett to send this letter. Attached is a copy of the letter, along with other information describing the recruitment and hiring process.

Attachments
A. Letter from the LaneACT to the OTC asking to participate in the selection process
B. March 21, 2019 OTC agenda item describing and requesting approval of the recruitment plan
March 27, 2019

Jacque Carlisle, OTC Coordinator
355 Capitol St. NE, MS #11
Salem, OR 97301-3871

Dear Search Committee:

We understand the Oregon Transportation Commission (OTC) and Governor Brown are in the process of recruiting a new Director for the Oregon Department of Transportation (ODOT), and that OTC Vice-Chair Van Brocklin will chair the search committee. The information on the recruitment process to date has been very informative.

As an advisory body to the OTC, the Lane Area Commission on Transportation (LaneACT) addresses all aspects of transportation (surface, marine, air, and transportation safety) with primary focus on the state transportation system. LaneACT recommends priorities for state transportation infrastructure and capital investments, and works with local organizations on transportation-related issues. Given LaneACT’s mission and purpose, we offer useful insight and valuable input on the skills, experience, and other characteristics an ODOT Director should possess.

We request to have at least one representative from the LaneACT be appointed to the Stakeholder Panel. We are also interested in learning more about how else we may be involved in the hiring process. LaneACT, in part, exists to expand opportunities for local citizen involvement in ODOT’s decision making. LaneACT’s work also includes: improving project recommendations and coordination at the local level; broadening the Regional transportation perspective; and increasing stakeholder support for and commitment to projects. LaneACT is involved with every branch and level of ODOT, and we would welcome the opportunity to be involved in the selection of a new leader for the agency, and a new partner to our communities.

Respectfully,

Claire Syrett, Chair
Lane Area Commission on Transportation
DATE: March 19, 2019

TO: Oregon Transportation Commission

[Original signature on file]

FROM: Matthew L. Garrett
Director

SUBJECT: Agenda J – Revised ODOT Director Recruitment and Hiring Process

Requested Actions:
Approve the recruitment and hiring plan for the Oregon Department of Transportation (ODOT) Director; and authorize the Search Committee, in consultation with Search Committee-selected executive recruitment firm, to develop a job description for the ODOT Director position and post said job description for public comment. The Commission will then review and approve the final job description at its May OTC meeting.

Background:
Per House Bill 2017 (2017 Transportation Funding), section 20(1), the Oregon Transportation Commission (OTC), in consultation with the Governor, has the authority to appoint the ODOT Director.

The Commission will review and approve the recruitment and hiring plan (Attachment 1) initially discussed during the February 21 OTC meeting. Since the February OTC meeting, the recruitment and hiring plan was made available for public comment; no public comments were received. The Search Committee has adjusted the matrix, however, to afford ample time to gather and incorporate stakeholder input into the recruitment and hiring process. A matrix heading was also retitled to better reflect the aspirational nature of all the listed milestone dates.

The Commission is also requested to authorize the Search Committee, in consultation with the Search Committee-selected executive recruitment firm, to develop a job description for the ODOT Director position and post said job description for public comment. The Commission will then review and approve the final job description at its May OTC meeting.

Additional information about the ODOT Director Recruitment process can be found at: https://www.oregon.gov/ODOT/Get-Involved/Pages/Director-recruitment-2019.aspx.

Attachments:
• Attachment 1 – ODOT Director Recruitment and Hiring Plan Matrix
OREGON TRANSPORTATION COMMISSION ODOT DIRECTOR RECRUITMENT AND HIRING PLAN

<table>
<thead>
<tr>
<th>Scope of Search: National – Open/Competitive Process</th>
<th>Timeline: Approx. 150 Days</th>
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<td>Announcement Date: April 19 – May 24, 2019</td>
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CONTACT INFORMATION

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<tr>
<th>Oregon Transportation Commission (OTC)</th>
<th>Oregon Transportation Commission (OTC) Search Committee (Search Committee)</th>
<th>Governor’s Policy Advisor</th>
<th>Oregon Transportation Commission (OTC) Chief of Staff</th>
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<tr>
<td>Tammy Baney, chair</td>
<td>Robert Van Brocklin, chair</td>
<td>Brendan Finn</td>
<td>Cooper Brown</td>
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<td>Robert Van Brocklin, vice chair</td>
<td>Tammy Baney</td>
<td>Search Consultant</td>
<td>Oregon Department of Transportation HR Director</td>
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<td>Alando Simpson</td>
<td>Brendan Finn</td>
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<td>Jennifer Schoorl</td>
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<td>Martin Callery</td>
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<td>TBA</td>
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<td>Julie Brown</td>
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ESTABLISH A SEARCH COMMITTEE AND HIRE A SEARCH CONSULTANT

<table>
<thead>
<tr>
<th>Activity</th>
<th>Notes</th>
<th>Responsible</th>
<th>Aspirational Dates (Subject to Change)</th>
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<tbody>
<tr>
<td>1.</td>
<td>OTC Appoints and Authorizes Search Committee</td>
<td>OTC</td>
<td>Feb. 21, 2019</td>
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<td>2.</td>
<td>Search Committee Hires an ODOT Director Search Consultant</td>
<td>Must have the capability to conduct a national search and proven experience in successfully placing a senior executive at a state transportation agency or large urban transportation agency. Recruitment must be conducted consistent with Oregon public employment hiring laws for an open and competitive position.</td>
<td>Search Committee</td>
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<td>Activity</td>
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<td>Responsible</td>
<td>Aspirational Dates (Subject to Change)</td>
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<tr>
<td><strong>DEVELOP RECRUITMENT AND HIRING PLAN</strong></td>
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<tr>
<td>1. OTC Directs ODOT to Post a Draft ODOT Director Recruitment and Hiring Plan (Draft Plan) on OTC Web Site and Solicit Comments on the Draft Plan</td>
<td></td>
<td>OTC; OTC Chief of Staff</td>
<td>Feb. 21, 2019</td>
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<tr>
<td>2. Search Committee Reviews Comments on Revised ODOT Director Recruitment and Hiring Plan (Revised Plan); Search Comm Recommends to OTC Adoption of Revised Plan</td>
<td></td>
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<td>Before March 21, 2019</td>
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<td>3. OTC Adopts Revised Plan</td>
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<td><strong>PREPARE POSITION DESCRIPTION</strong></td>
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<tr>
<td>1. OTC Directs ODOT to Solicit Public Comments on the Director Position Description on OTC Web Site</td>
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<td>2. Search Consultant Solicits Input on Position Description from Selected Stakeholders</td>
<td>Stakeholders TBD</td>
<td>Search Consultant</td>
<td>March 22 – April 30, 2019</td>
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3. **Search Consultant Solicits Input from Select ODOT Personnel**
   - **Selected ODOT Personnel**
   - **TBD**
   - **Search Consultant**
   - **March 22 – April 30, 2019**

4. **Search Consultant Interviews Selected Oregon Transportation Leaders**
   - **Selected Transportation Leaders will include, but may not be limited to, the following persons:**
     - Governor Brown
     - Governor’s Chief of Staff
     - Senate President Courtney
     - House Speaker Kotek
     - Senators Bentz, Johnson, Boquist, and Beyer
     - Representatives Johnson, Boquist, Beyer, McKeown, McLain, Noble
     - OTC Commissioners
     - ODOT Director Matt Garrett
   - **Search Consultant**
   - **March 22– April 30, 2019**

5. **Search Committee Reviews Draft Position Description Prepared by Search Consultant and, as Necessary, Revise Draft Position Description**
   - **Search Committee**
   - **TBD (tentatively May 10, 2019)**

6. **Search Committee Recommends Position Description to OTC; OTC Reviews and Approves Position Description**
   - **Issues of Candidate Confidentiality Will Be Addressed**
   - **Search Committee; OTC**
   - **May 16, 2019**
<table>
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<tr>
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<th>Responsible</th>
<th>Aspirational Dates (Subject to Change)</th>
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</thead>
<tbody>
<tr>
<td>1. Search Committee Directs ODOT to Post Job Opening and Position Description</td>
<td>Post Job Opening and Position Description; Distribute Announcement</td>
<td>ODOT HR Director; OTC Chief of Staff</td>
<td>May 16, 2019</td>
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<tr>
<td>2. Search Consultant Distributes Position Description Consistent with Recruitment Strategy</td>
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<td>Search Consultant (with assistance of OTC Chief of Staff)</td>
<td>May 16, 2019- June 30, 2019</td>
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</table>
| 3. Application Processing and Prescreening                              | • Maintaining Log of Submitted Applications  
   • Confirming Receipt of Application Letters to Applicants Following the Application Submission Deadline  
   • Screening Applications for Minimum Qualifications  
   • Screening Applications for Desired Attributes  
   • Identifying and Recommending Qualified Applicants to Search Committee | Search Consultant (with assistance, as necessary, from ODOT HR Director and/or OTC Chief of Staff) | May 16, 2019- June 30, 2019 |
### INTERVIEW AND SELECTION

<table>
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<th>Notes</th>
<th>Responsibility</th>
<th>Aspirational Dates (Subject to Change)</th>
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<tbody>
<tr>
<td>1. Search Committee Determines Which Applicants Will Be Interviewed</td>
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<td>Search Committee</td>
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<tr>
<td>2. First Round Interviews</td>
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<td>Search Committee</td>
<td>TBD (tentatively July 8-19, 2019)</td>
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<tr>
<td>3. Search Committee Determines Finalists and Directs Search Consultant to Check References of Finalists</td>
<td></td>
<td>Search Consultant and Search Committee</td>
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<tr>
<td>4. OTC Interviews Finalists</td>
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<td>OTC</td>
<td>TBD (tentatively July 22- August 9, 2019)</td>
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<tr>
<td>5. Stakeholder Panels Interview Finalists</td>
<td>Stakeholder Panels TBD</td>
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<td>TBD (tentatively July 22- August 9, 2019)</td>
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<td>6. OTC Conducts Additional Interviews of Finalists, as necessary, and Selects New Director</td>
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<td>OTC</td>
<td>TBD (tentatively August 15-16, 2019)</td>
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<td>7. Contract Negotiated</td>
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<td>HR Director and Search Committee Chair</td>
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### CONFIRMATION OF A NEW DIRECTOR

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<td>1. Senate Considers Confirmation of New Director</td>
<td></td>
<td>Senate</td>
<td>TBD (tentatively September 2019)</td>
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</tbody>
</table>

Meetings of the OTC and of the OTC Executive Search Committee are public meetings subject to the Oregon public meetings laws. Meetings to consider the employment of the ODOT Director, including the review of applications, interviewing of candidates, and deliberation of hiring may be held in executive session. ORS 192.660 (2)(a) and (7).
INTENTIONALLY LEFT BLANK
## Lane Area Commission on Transportation

### 2018-2019

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<tr>
<th>July 11, 2018</th>
<th>August 8, 2018</th>
<th>September 12, 2018</th>
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<tr>
<td>RECESS</td>
<td>2019-20 Work Plan, OTC Biennial Report, HB 2017 implementation (update), Safe Routes to Schools proposals, Local STIF update</td>
<td>LaneACT FY 19 Work Plan, Eugene/Florence Transit Project, Yachts/Florence Transit Project, Florence Airport, Highway 101 Bicycle Route Study</td>
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<tr>
<td></td>
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<td>(meet in Florence)</td>
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<td>October 10, 2018</td>
<td>November 14, 2018</td>
<td>December 12, 2018</td>
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<tr>
<td>Officer Nominating Committee, OTC Workshop Comment, Safe Driver Program, Safe Routes to Schools-Letters of Support</td>
<td>Aviation grant program, OTC update, 2021-24 STIP program (update)</td>
<td>RECESS</td>
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<td>January 9, 2019</td>
<td>February 13, 2019</td>
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<td>Election of officers, ODOT ADA Program, Debrief on November OTC meeting, Update on Critical Oregon Airport Relief Process, 2021-24 STIP program (update)</td>
<td>Lane County and MPO Safety Plan Implementation Update, LTD Transit Tomorrow Phase 2 Update, State Transit Network Funding, 2015-18 Enhance Project Report</td>
<td>State Transit Network Funding Grant Applications Review, Quorum Standard, ODOT Director Recruitment, Legislative Update</td>
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<td>April 10, 2019</td>
<td>May 8, 2019</td>
<td>June 12, 2019</td>
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<tr>
<td>OTC Commissioner Callery, State Transit Network Funding Review, ODOT Director Recruitment Update, Rail Representative Appointment</td>
<td>ODOT Strategic Business Plan, LaneACT Quorum Discussion, Member Presentation</td>
<td>FY 2020-21 Work Plan, STIP update, Safe Routes to School, STIF FollowUp</td>
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</tbody>
</table>

The topics listed are tentative and subject to change.
Other future topics (schedule to be determined)

- ADA regulations, PROW and DOJ
- Tom Bowerman: OSU statewide values and beliefs survey
- Main Street Program in rural Oregon, economic opportunities and transportation, TGM Program annual cycle
- Oregon Scenic Byways Program update
- Regional Safety and Security Plan update
- Zero-emission electric vehicles, LRAPA
- Beltline ramp meters
- Designated stakeholder development: statewide significance
- Crude oil transport safety issues
- Rural transit follow up
# LaneACT Attendance 2018-2019

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Other Item 2-Attendance 2018-19

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<tr>
<td>Lane County</td>
<td>Primary Rep</td>
<td>Heather Buch Commissioner</td>
<td>541.682.4203</td>
<td>125 E 8th Avenue, PSB Eugene, OR 97401</td>
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<td></td>
<td>Alternate Rep</td>
<td>Jay Bozievich Commissioner</td>
<td>541.682.3719</td>
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<tr>
<td>Coburg</td>
<td>Primary Rep</td>
<td>Ray Smith Mayor</td>
<td>541.485.3498</td>
<td>32790 E. Maple Street Coburg OR 97408</td>
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<tr>
<td>Cottage Grove</td>
<td>Primary Rep</td>
<td>Jeff Gowing Mayor</td>
<td>541.510-4992</td>
<td>337 N. 9th St. Cottage Grove OR 97424</td>
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<td>Mike Fleck Councilor</td>
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<td>923 S. U Street Cottage Grove OR 97424</td>
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<tr>
<td>Creswell</td>
<td>Primary Rep</td>
<td>Misty Inman Councilor</td>
<td>541.895.2531</td>
<td>PO Box 276 Creswell OR 97426</td>
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<td></td>
<td>Alternate Rep</td>
<td>Maddie Phillips City Planner</td>
<td>541.895.2913</td>
<td>PO Box 276 Creswell OR 97426</td>
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<tr>
<td>Dunes City</td>
<td>Primary Rep</td>
<td>Robert Orr Councilor</td>
<td>541.997.3338</td>
<td>83541 Jensen Ln. Florence, OR 97439</td>
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<tr>
<td></td>
<td>Alternate Rep</td>
<td>Jamie Mills City Recorder</td>
<td>541.997.3338</td>
<td>PO Box 97 Westlake OR 97493</td>
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<tr>
<td>Eugene</td>
<td>Primary Rep</td>
<td>Claire Syrett Councilor</td>
<td>541.682.8347</td>
<td>125 East 8th Avenue 2nd Floor, PSB Eugene OR 97401</td>
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<td></td>
<td>Alternate Rep</td>
<td>Alan Zelenka Councilor</td>
<td>541.682.8343</td>
<td>125 East 8th Avenue 2nd Floor, PSB Eugene OR 97401</td>
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<td>Florence</td>
<td>Joe Henry</td>
<td>Mike Miller</td>
<td><a href="mailto:joe.henry@ci.florence.or.us">joe.henry@ci.florence.or.us</a></td>
<td>541.999.2395</td>
<td>250 Hwy 101 Florence OR 97439</td>
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<tr>
<td></td>
<td>Mayor</td>
<td>Public Works Manager</td>
<td><a href="mailto:mike.miller@ci.florence.or.us">mike.miller@ci.florence.or.us</a></td>
<td>541.997.4106</td>
<td>250 Hwy 101 Florence OR 97439</td>
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<tr>
<td>Junction City</td>
<td>Mark Crenshaw</td>
<td>Jim Leach</td>
<td><a href="mailto:markcrenshaw@comcast.net">markcrenshaw@comcast.net</a></td>
<td>541.998.2153</td>
<td>PO Box 250 Junction City OR 97448</td>
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<tr>
<td></td>
<td>Mayor</td>
<td>Public Works Manager</td>
<td><a href="mailto:leaco@comcast.net">leaco@comcast.net</a></td>
<td>541.998.849</td>
<td>385 Timothy Street Junction City OR 97448</td>
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<tr>
<td>Lowell</td>
<td>Don Bennett</td>
<td>Jim Leach</td>
<td><a href="mailto:donbennett47@g.com">donbennett47@g.com</a></td>
<td>541.937.2312</td>
<td>540 Sunridge Lane Lowell OR 97452</td>
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<td></td>
<td>Mayor</td>
<td>City Council</td>
<td><a href="mailto:leaco@comcast.net">leaco@comcast.net</a></td>
<td>541.998.849</td>
<td>385 Timothy Street Junction City OR 97448</td>
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<tr>
<td>Oakridge</td>
<td>Kathy Holston</td>
<td>TBD</td>
<td></td>
<td>541.782.2258</td>
<td>PO Box 1410 Oakridge, OR 97463</td>
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<tr>
<td>Springfield</td>
<td>Sean VanGordon</td>
<td>Christine Lundberg</td>
<td><a href="mailto:svangordon@springfield-or.gov">svangordon@springfield-or.gov</a></td>
<td>541.221.8006</td>
<td>225 5th Street Springfield OR 97477</td>
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<td></td>
<td>City Councilor</td>
<td>Mayor</td>
<td><a href="mailto:mayor@springfield-or.gov">mayor@springfield-or.gov</a></td>
<td>541.520.9466</td>
<td>2031 Second Street Springfield OR 97477</td>
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<tr>
<td>Veneta</td>
<td>Calvin Kenney</td>
<td>Ric Ingham</td>
<td><a href="mailto:ckenney@ci.veneta.or.us">ckenney@ci.veneta.or.us</a></td>
<td>541.935.2191</td>
<td>87827 Greenley St. Veneta OR 97487</td>
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<tr>
<td></td>
<td>City Council</td>
<td>City Administrator</td>
<td><a href="mailto:ringham@ci.veneta.or.us">ringham@ci.veneta.or.us</a></td>
<td>541.935.2191</td>
<td>PO Box 458 Veneta OR 97487</td>
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<tr>
<td>Westfir</td>
<td>Dawn Hendrix</td>
<td>TBD</td>
<td><a href="mailto:dmechelle@gmail.com">dmechelle@gmail.com</a></td>
<td>541-782-3103</td>
<td>47365 1st Street Westfir OR 97492</td>
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<tr>
<td>Confederated Tribes</td>
<td>Chief Warren Brainard</td>
<td>Jeff Stump</td>
<td><a href="mailto:wbrainard@ctclusi.org">wbrainard@ctclusi.org</a></td>
<td>541.297.1655</td>
<td>1245 Fulton Avenue Coos Bay OR 97420</td>
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<td></td>
<td>Mayor</td>
<td>Alternate Rep</td>
<td><a href="mailto:jstump@ctclusi.org">jstump@ctclusi.org</a></td>
<td>541.888.9577</td>
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<td>Organization</td>
<td>Primary Rep Name</td>
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<td>Port of Siuslaw</td>
<td>Craig Zolezzi</td>
<td>Board Commissioner</td>
<td><a href="mailto:craig@zianw.com">craig@zianw.com</a></td>
<td>541-915-4059</td>
<td>100 Harbor Street Florence OR 97439</td>
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<td></td>
<td>David Huntington</td>
<td>Manager</td>
<td><a href="mailto:manager@portofsiuslaw.com">manager@portofsiuslaw.com</a></td>
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<td>100 Harbor Street Florence OR 97439</td>
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<tr>
<td>Lane Transit District</td>
<td>Don Nordin</td>
<td>Board Member</td>
<td><a href="mailto:don.nordin@ltd.org">don.nordin@ltd.org</a></td>
<td>541.942.7895</td>
<td>239 Adams Avenue Cottage Grove OR 97424</td>
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<td></td>
<td>Aurora Jackson</td>
<td>General Manager</td>
<td><a href="mailto:aurora.jackson@ltd.org">aurora.jackson@ltd.org</a></td>
<td></td>
<td>PO Box 7070 Springfield OR 97475</td>
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<tr>
<td>ODOT Area Manager</td>
<td>Frannie Brindle</td>
<td>Area 5 Manager</td>
<td><a href="mailto:frances.brindle@odot.state.or.us">frances.brindle@odot.state.or.us</a></td>
<td>541.726.5227</td>
<td>1121 Fairfield Ave. Eugene OR 97402</td>
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<tr>
<td></td>
<td>Bill Johnston</td>
<td>Area 5 Planner</td>
<td><a href="mailto:Bill.W.JOHNSTON@odot.state.or.us">Bill.W.JOHNSTON@odot.state.or.us</a></td>
<td>541.747.1354</td>
<td>1121 Fairfield Ave. Eugene OR 97402</td>
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<tr>
<td>Central Lane MPO</td>
<td>Paul Thompson</td>
<td>Transportation and Infrastructure Program Manager</td>
<td><a href="mailto:pthompson@lcog.org">pthompson@lcog.org</a></td>
<td>541.682.4405</td>
<td>859 Willamette St., Suite 500 Eugene OR 97401</td>
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<td></td>
<td>Brenda Wilson</td>
<td>Executive Director</td>
<td><a href="mailto:bwilson@lcog.org">bwilson@lcog.org</a></td>
<td>541.682.4395</td>
<td>859 Willamette St., Suite 500 Eugene OR 97401</td>
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<tr>
<td>LC TrAC</td>
<td>Gwen Jaspers</td>
<td>TrAC Vice-Chair</td>
<td><a href="mailto:burdock@efn.org">burdock@efn.org</a></td>
<td>Email only.</td>
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<td>Highway 126 East</td>
<td>Charles Tannenbaum</td>
<td></td>
<td><a href="mailto:caroltan@q.com">caroltan@q.com</a></td>
<td>541.736.8575</td>
<td>40882 McKenzie Hwy Springfield OR 97478</td>
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<td></td>
<td>Dennis Ary</td>
<td></td>
<td><a href="mailto:dary@orcasinc.com">dary@orcasinc.com</a></td>
<td>541.896.3059 (H)</td>
<td>90399 Mountain View Ln Leaburg OR 97489</td>
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<td>Designated Stakeholders</td>
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<td>Trucking</td>
<td>Jeremy Light</td>
<td><a href="mailto:Jeremy.Light@weyerhaeuser.com">Jeremy.Light@weyerhaeuser.com</a></td>
<td>541.744.4630 (W)</td>
<td>85647 HWY 99S Eugene OR 97405</td>
<td>Term Expires May 31, 2022</td>
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<tr>
<td>Rail</td>
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<tr>
<td>Bicycle &amp; Pedestrian</td>
<td>Sarah Mazze</td>
<td><a href="mailto:mazze_s@4j.lane.edu">mazze_s@4j.lane.edu</a></td>
<td>541.790.7492</td>
<td>1975 W. 8th Ave, Eugene OR 97402</td>
<td>Term Expires January 10, 2022</td>
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<td>Environmental Land Use</td>
<td>Rob Zako</td>
<td><a href="mailto:rozbako@gmail.com">rozbako@gmail.com</a></td>
<td>541.343.5201 (H) 541.346.8617 (W)</td>
<td>1280-B East 28th Ave Eugene OR 97403-1616</td>
<td>Term Expires June 30, 2019</td>
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<tr>
<td>Other Stakeholders</td>
<td>George Grier</td>
<td><a href="mailto:ggrier@efn.org">ggrier@efn.org</a></td>
<td>541.726.6131</td>
<td>1342 ½ 66th Street Springfield OR 97478</td>
<td>Term Expires June 30, 2021</td>
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<td></td>
<td>Eugene Organ</td>
<td><a href="mailto:eorgan@lilaoregon.org">eorgan@lilaoregon.org</a></td>
<td>541.683.6556 (H) 1.866.790.8686 (W)</td>
<td>2850 Pearl Street Eugene OR 97405</td>
<td>Term Expires June 30, 2021</td>
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<td></td>
<td>Teresa Roark</td>
<td><a href="mailto:teresairoark@gmail.com">teresairoark@gmail.com</a></td>
<td>503.931.7624</td>
<td>PO Box 3678 Eugene, OR 97403</td>
<td>Term Expires January 10, 2022</td>
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<td>Shelley Humble</td>
<td><a href="mailto:shumble@creswell-or.us">shumble@creswell-or.us</a></td>
<td>541.895.2913 (W) 541.953.9197 (C)</td>
<td>PO Box 276 Creswell OR 97405</td>
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