



**DRAFT MEETING SUMMARY**

ODOT0000-0526

MS: 10

Meeting Date: 05/25/06

Issue Date: 06/02/06

*The contents of this summary are assumed correct unless our office is notified in writing within five calendar days of receipt.*

**DRAFT MEETING SUMMARY-EMT #10**

**Project: I-5 to 99W Connector Project**  
**Purpose: Executive Management Team Meeting**  
**Location: Metro, Room 501**

**Attendees:**

<b>EMT</b>	Kathy Busse Andy Cotugno Fred Eberle Jeff Graham Mike McKillip Michael Stone Rob Dixon	Washington County Metro ODOT FHWA City of Tualatin City of Wilsonville City of Sherwood
<b>PMT</b>	Barry Hennelly Michael Ray Mark Turpel Vaughn Brown Jef Kaiser Scott Richman	Washington County ODOT Metro JLA DEA DEA
<b>SWG</b>	Tom Aufenthie	CPO 5 (unincorp. Washington County)

**Distribution:** EMT, PMT, SWG, File

The meeting began at 9:30 AM. Agendas and other materials were provided prior to and at the meeting. The agenda items are represented in "bold" headings.

- **Welcome**
  - Barry welcomed the group and summarized the agenda. Tom Aufenthie who is on the SWG attended the meeting as an observer.
- **PSC**
  - At their 5/8 meeting, City of Wilsonville Mayor Lehan requested "staff briefings" to encapsulate: 1) what staff is bringing before them, 2) if there are policy implications and what they are, and 3) what action, is being requested from the PSC. The PSC agreed with this request, and also requested that their meetings focus on policy issues, and not technical discussions.

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- Michael Stone agreed to provide the PMT with an example of a city staff briefing in a format that the PMT could use as a "template" to provide to the EMT for their briefings with PSC representatives prior to upcoming PSC meetings.
  - The next PSC meeting is scheduled for 6/12. Barry summarized the draft PSC agenda. The primary topic is to discuss and adopt screening criteria that will be used as the initial "pass/fail" device to reach a range of alternatives. The PMT also recommends that the PSC consider revising the project Purpose Statement that they adopted on 3/13 to go back to the original purpose statement that was presented to them at that meeting (this is discussed under the next agenda item), and we will have a staff presentation of this to the PSC at their meeting.
  - Starting 8/28, the PSC would meet on the fourth Monday of the months they meet. In order to allow time to meet with the EMT and accommodate PSC briefings, the PMT suggests that starting in August (8/10), the EMT meet on the second Thursday instead of the fourth Thursday of the months they meet.
  - Mark noted that Metro Councilor Hosticka can attend the 6/12 PSC meeting, but he will be back at the U of O on Mondays starting this Fall. Mark will check to see if Councilor Hosticka could participate in PSC meetings via speaker phone, similar to what Tualatin Mayor Ogden has done.
  - Kathy will be out of town on 6/12, and Fred agreed to provide a staff report on the recommended purpose statement. The PSC agenda will be revised to show Fred instead of Kathy for this item.
- **Project Purpose Statement**
    - Fred handed out a draft project staff recommendation on the project purpose statement that is intended to be revised and, pending agreement by the EMT, provided to the PSC.
    - At their 3/13 meeting, the PSC modified the original purpose statement, and questions and concerns about the PSC-revised purpose statement have been raised by ODOT and FHWA staff since that meeting. FHWA staff has also provided feedback that the project title has no bearing on the project purpose.
    - The PSC-approved purpose statement strays from the RTP intent for a connector between I-5 and 99W to address regional and intrastate travel. Since we are working on RTP amendment, it is important to embody the intent of the RTP, and we are not charged with doing subarea transportation system planning through this project development process.
    - Jef added that the steps leading to development of a transportation action through the state and federal planning and decision process are: 1) action identified through systems planning, 2) location decision, and 3) design and implementation decision. The PSC-adopted purpose statement implies that we need to go back to systems planning, and this project has resulted from a systems planning outcome.
    - Local travel and transportation system issues are captured in some of the Needs Statements, Goals and Objectives which the PSC also approved. They are also addressed in the draft screening criteria (discussed under the following agenda item).

- The EMT agreed with the recommendation to the PSC to modify the PSC-approved purpose statement back to the purpose statement that was presented to the PSC going into their 3/13 meeting.
  - Andy suggested adding language to the staff recommendation memo to reflect that Needs Statements and Goals and Objectives address the conflicts between local traffic and regional and through traffic in town centers. Potential alternatives will be evaluated on the bases of needs, goals, objectives, and criteria that work in tandem with the project purpose.
  - Kathy added that the purpose statement recommendation is a needed course correction, and when we go back to what the project is trying to address, the need for this course correction is apparent. The PSC did not have this level of background in their briefing(s) prior to their 3/13 meeting. Washington County Commissioners want to do the right thing, and it is better to correct this now than to veer off course.
  - The PMT will present and discuss this recommendation with the SWG at their meeting on 6/1, and convey feedback from the SWG to the EMT and PSC. The PMT will come prepared with a clear and concise set of materials to facilitate PSC discussion of this item at the 6/12 PSC meeting.
  - Fred will work with the PMT to revise the staff recommendation memo to the PSC.
  - During the week of 6/5, the EMT will brief their respective PSC representatives and present this as a staff recommendation with policy implications.
- **Screening Criteria**
    - Jef handed out copies of draft screening criteria, and led discussion of the criteria, referring to large size plots of the draft screening criteria that showed different iterations of edits from the PMT and from the EMT at their last meeting. Project staff has been drafting screening criteria for review by the SWG and input by them at their 6/1 meeting. The draft screening criteria, including guidance by the EMT and SWG will be presented to the PSC.
    - On the first criterion, Andy noted that although we don't know what solution will be proposed, the project needs to define a route for 99W. The consideration of alternatives should not preclude improvements to existing routes including 99W and Tualatin-Sherwood Road. Existing route alternatives may need to be more detailed in terms of location, type.
    - Following some discussion, the EMT agreed to change "route" to "corridor" under the first criterion with a footnote to note that "corridor" would not preclude existing routes.
    - The EMT agreed to modify the criteria under Goal #2 to be consistent with each other - change "meets" to "addresses".
    - Jef noted that Grand Ronde, Warm Springs and Siletz tribes have interest in the area including the Project Area. ODOT is sending an outreach/coordination letter to the appropriate representative for each of these three tribes.
    - The EMT discussed adding a criterion focused on cost effectiveness, including consideration of one based on proven technology. However, they agreed that such a criterion could artificially constrain the range of alternatives considered.

Cost effectiveness be more appropriately addressed as an alternative selection criterion.

- Following the 6/1 SWG meeting, the PMT will add guidance provided by the SWG to the screening criteria agreed upon by the EMT put in a clear summary format to be forwarded to the PSC.

- **Public Involvement Update**

- Vaughn provided an update on public involvement activities and handed out a summary of briefings and public input received since the public open houses held in 11/2005. JLA will provide this to SWG in advance of their 6/1 meeting. JSA will maintain outreach to the public to keep people updated on the project.
- Vaughn referred to a handout of the 6/1 SWG meeting agenda. The PMT will provide an update to the SWG on OTIG activities at the 6/1 meeting, referring the SWG to the OIPP web site for information.

- **Alternatives Development Process**

- Scott summarized the alternatives development process and the general timeline for this process. The PMT recommends having an alternatives workshop at the next round of public open houses, which could be held in September. Participants at the workshop could be provided with large aerial maps that show features considered as design constraints. We would also identify committed transportation system improvements, and alternatives that we know will need to be considered (e.g., widening Tualatin-Sherwood Road). The intended outcome of the open houses and subsequent SWG and EMT meetings would be an initial set of alternatives to screen.
- Metro, Washington County, and DKS are working to complete a validated 2005 base year model. The transportation technical group is also coordinating with ODOT to integrate modeling data developed for the Newberg-Dundee Bypass project in Yamhill County.
- The 2005 base year and 2030 forecast modeling is being done by Metro using new modeling software (Vissum). The new model incorporates updated population and employment data, updated traffic network and transit system/service, and expanded geography that extends into Yamhill County.
- 2030 travel forecasts are the most critical activity affecting the project schedule. The forecasts need to be completed to the point that we can present system performance results by mid-July if we are going to meet our current schedule to include presenting 2030 No-Build information to the PSC on 8/28, and holding open houses in September.

- **Other Business**

- The EMT discussed the OTIG work including their draft feasibility study available on the OIPP web site. The EMT agreed that there is need to continue to communicate OIPP and OTIG activities to people through I-5 to 99W Connector Project committee meetings and outreach mechanisms.
- Fred noted that OTIG has released a proposal to find a tolling project that would pay for itself. It is important that people understand that the Connector project is independent of OTIG's efforts.

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- Tom noted that he has read the OTIG report and he agreed with referring to the OIPP web site for more information.

- **Action Items**

<b>Action Items from EMT mtg #10</b>	<b>Responsible Party</b>	<b>Target Date</b>
Provide PMT with example of a city staff briefing in a format for the PMT and EMT to use for PSC briefings	Michael Stone	6/6
Check if Councilor Hosticka could participate in PSC meetings via speaker phone	Mark T	6/6
Distribute draft screening criteria that shows input provided by the SWG	PMT	6/5
Complete staff recommendation memo to PSC on revised purpose statement, incorporating EMT suggestions	Fred and Michael	6/1
Provide PSC briefing materials to EMT, including draft screening criteria with guidance from SWG added	PMT	6/5

**Upcoming Events**

- 6/1** – SWG meeting #8. 6:00 - 8:00 PM (Sherwood Police Training Center)
- 6/12** - PSC meeting #5. 11:30 AM – 1:00 PM (Tualatin Police Training Center)
- 6/22** – EMT meeting #11. 9:30 - 11:30 AM (Metro, Room 501)
- 7/6** - SWG meeting #9. 6:00 - 8:00 PM (Sherwood Police Training Center)
- 7/27** - EMT meeting #12. 9:30-11:30 AM (Metro, Room 501)