



DRAFT MEETING SUMMARY

ODOT0000-0526

MS: 1

Meeting Date: 08/25/05

Issue Date: 09/01/05

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 #1

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

Attendees:

Kathy Busse	Washington County
Andy Cotugno	Metro
Rob Dixon	Sherwood
Fred Eberle	ODOT
Jeff Graham	FHWA
Tim Knapp (PSC alternate)	Wilsonville
Mike McKillip	Tualatin
R. Scott Pemble	Clackamas County
Sharon Zimmerman (EMT alternate)	Wilsonville
Barry Hennelly	Washington County
Michael Ray	ODOT
Mark Turpel	Metro
Vaughn Brown	JLA
Jef Kaiser	DEA
Scott Richman	DEA

Distribution: Attendees, File

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

Barry Hennelly welcomed the group and led the overall EMT meeting. The primary focus of this meeting was to confirm PSC alignment with the general project purpose, study area, PMT and EMT recommendation to have a Stakeholder Working Group (SWG).

- **PSC concurrence on Draft Project Purpose, Study Area, and SWG**
 - Andy – Carl Hosticka has been out, and he has not been able to check in with him on these issues, but to Andy's best understanding, Carl is in agreement with the PMT's recommendation on the general project purpose, study area, and SWG formation.

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- Mike M. - Mayor Ogden sent an email to him conveying some suggested modifications to the Draft Purpose and Need statement that focused on addressing traffic that currently “tries to make its own connection” by various routes. Mike will forward the mayor’s email to Barry. The EMT agreed that Mayor Ogden’s suggested modifications were not inconsistent with the general purpose of the project, and to their best understanding, the PSC appears to be in alignment behind the general project purpose.
- Barry - The study area shown as shaded on the map provided to the EMT is the general area within which we think a proposed corridor will be located. Impacts that could occur beyond this study area in a larger “area of influence” will also be considered as needed for issues such as roadway segment and intersection/interchange operations, socioeconomics, water quality, and effects upon other resources.
- The EMT members indicated for themselves and to their best understanding for their respective PSC members that the proposed study area is acceptable.
- The EMT members also indicated for themselves and to their best understanding for their respective PSC members that they support the establishment of the SWG and the charge of the SWG as an advisory group and not as a decision-making entity.
- The EMT requested that the SWG formation memo prepared by JLA be modified to specify that the SWG member’s role in the process is to act as a liaison for his/her representative organization. While the SWG meetings will provide opportunity for public input at a broader level, it is not this group’s function to serve in a public involvement coordination function.
- EMT members agreed that while everyone will be provided opportunity to participate in the public involvement process, the SWG should be comprised only to represent the range of interests relevant to the project. Membership will be designated by organizations that are broad-based, “institutionally recognized” groups (e.g., Farm Bureau). The list of invited organizations was also screened to eliminate interest redundancy. The EMT also agreed that the SWG should not include any elected officials, nor people who represent a very narrow interest (e.g., a single neighborhood association).
- The EMT agreed that the SWG materials be provided to the PSC Mayor members to recommend they work with their respective Committees on Citizen Involvement to designate a SWG member.
- Vaughn agreed to revise the SWG recommendations to apply revisions requested by the EMT. The EMT will provide the updated SWG information to the PSC.
- After some discussion, the EMT indicted that the invited organizations’ designees would be reviewed by the PSC, but no formal approval was necessary.
- JLA will contact each proposed SWG affiliation group to clarify the process, charge, time commitment and offer the group the opportunity to designate a SWG representative. For the designated CCI’s of Washington County, and the cities of Sherwood, Tualatin and Wilsonville, JLA will contact the PSC members directly to initiate their designation of a SWG member.
- Barry – Among other elements, the public involvement program will feature an extensive email distribution list, a telephone “hotline” and a website. The web site will provide a “blueprint” of how people can weigh in.

- R. Scott – Suggested and the EMT agreed that it would be desirable to have a PSC member attend the first SWG meeting to launch the SWG chartering.
- **PSC Meeting -**
 - Barry has not identified a date where we can get a “reasonable quorum” of PSC representative together for a meeting in September and we are now looking at October dates.
 - Mike M. – Suggested and the EMT agreed to getting PSC meetings on Tom Brian’s calendar and then to set a regular schedule for a meeting every other month.
 - Mike – Tualatin City Council meetings are held the second and fourth Monday of each month in the afternoon.
 - Tim K. - Wilsonville Council meetings are held the first and third Monday of each month starting at 4:30 pm.
 - Barry – He and Kathy B. will meet with Tom Brian and Roy Rogers on 8/30. They will schedule a date for the next meeting and for future meetings that will likely be on the third Monday of every other month, beginning in October.
- **PSC Agenda-**
 - A draft PSC agenda was distributed prior to and available at the EMT meeting. Barry – The PMT and EMT need to work together to get PSC consensus on their Partnering Agreement at or before the next PSC meeting.
 - R. Scott - Commissioner Kennemer had comments on the PSC Partnering Agreement. Scott will forward his comments to Barry.
 - The EMT had no comments on the draft PSC agenda.
- **Project Schedule and Other Business-**
 - Barry – Referred to the schedule that was provide to the EMT and highlighted a few start-up tasks, including establishment of SWG, public involvement elements, and data collection for environmental/land use and transportation baseline work.
 - Tim K. – Raised concern that transportation analysis findings may not be sufficiently timely to support the project purpose and need and to address impacts to I-5, I-205, etc. I-5 congestion has worsened through Wilsonville in the past few years. Do we need to project out 25 years to justify the need to do anything?
 - Andy – I-5 congestion is not only an issue for this project, but is also being considered for projects on Hwy. 217 and I-205. Metro is proposing two major corridor studies including one for I-5 south of Hwy. 217 and one for an I-84 to US 26 connector. One of these two corridor studies will start this year. The regional partners need to agree to assumptions related to timing, locations, and allocation of future growth into exception lands for 2030. Metro is attempting to have an approved set of 2030 population and forecast numbers available by mid-December 2005, then Metro will need additional time to complete travel forecast modeling using 2030 numbers. The regional modeling sequence will consist of: No Build, “non-expressway” alternatives, and expressway alternatives.

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- Mark T. – Handed out a draft memo prepared by Metro and briefly described three potential travel forecasting model year approach options described in the memo.
- Barry – We need to avoid the need to repeat tasks (new scenarios), because of the schedule and budget implications of this. Question posed to Jeff Graham: Would it be acceptable to FHWA if we used available 2020 No Build information to support the project purpose and for scoping in the RTP process, while proceeding with developing 2030 forecasts for our baseline information ?
- Jeff G. – He supports this approach as long as the 2020 numbers are only used to justify the purpose and need and for scoping. The 2020 numbers are used in the adopted year 2000 RTP and would represent travel demand problems. In addition to the 2030 baseline information, we are looking for information from the scoping process to help us develop the range of corridor alternatives.
- The EMT agreed to use the County's "off the shelf" 2020 information to support the purpose and need and to make available for scoping during the RTP Amendment Process of this project.
- Tim – It is not intuitive to all that the connector project would address the major problems, and Wilsonville does not want to acquire a new problem.
- Rob – The message to the public from Sherwood leaders' has been that the connector project will mitigate, but not resolve transportation problems.
- Fred – ODOT is doing reconnection work on I-5 from Portland to south of Wilsonville, and ODOT recognizes that improvements are needed at the Wilsonville Road Interchange.

Action Items	Responsible Party	Target Date
Schedule next PSC meeting	Barry	8/30
Forward Mayor Ogden's comments on draft Purpose & Need to Barry	Mike McKillip	8/26
Send email to EMT re: PA, notes and heads-up about other 3 issues	Barry	8/10
Provide Barry's Assistant contact info to Leslie and Scott	Barry	8/10
Revise SWG memoranda to incorporate EMT input and sent to Barry	Vaughn/Kristin	8/25
Send revised SWG materials to EMT	Barry	8/26
Provide SWG materials to PSC	EMT members	8/29
Contact PSC members to initiate CCI designee to SWG	Vaughn/Kristin	8/29
Provide Commissioner Kennemer's comments on draft PSC Partnering Agreement to Barry	R. Scott Pemble	9/2
Schedule SWG meeting #1	Vaughn/Kristin	8/30

Upcoming Events**August 30** – PMT meeting #3. 1:00-3:00 PM at DEA (7th floor large conf. Room)**September 13** – PMT meeting #4. 1:00-3:00 PM at DEA (7th floor large conf. Room)

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September 22 - EMT meeting #2. 9:30-11:30 AM at Metro (Room 501)