

# MINUTES

Citizen Advisory Committee  
of the  
Central Lane Metropolitan Planning Organization  
Eugene Public Library – Singer Room  
100 West 10<sup>th</sup> - Eugene, Oregon

January 20, 2010  
5:30 p.m.

**PRESENT:** Sarah Strand, Co-Chair, Dave Jacobson, Wendy Butler-Boyesen, Alexandre Lockfeld, Bill Morganti, Eleanor Mulder, Edward Winter, Diana Alldredge, Philip Farrington, members; Sonny Chickering, MPC Liaison; Kathi Wiederhold, Paul Thompson, Andrea Riner, Ellen Currier, Stacy Clauson, Lane Council of Governments; Mary Archer, Lane Transit District; Kurt Yeiter, City of Eugene;; Wade Hicks, LCOG Minutes Recorder.

**ABSENT:** Gary Gillespie, Phillip Carroll, Paul Adkins, Richard Beers, Jennifer Smith, Rosalia Marquez

## **1. Welcome, Introductions and Agenda Review**

Mr. Jacobson called the meeting of the Citizen Advisory Committee for the Central Lane MPO to order at 5:30 p.m. and then turned the meeting over to the new co-chairs, Edward Winter and Sarah Strand.

Ms. Strand commended Mr. Jacobson for his work as the CAC Chair during his tenure.

The Committee members and staff thanked Mr. Jacobson for his service as CAC Chair.

Ms. Strand reviewed the meeting agenda and noted that the Getting To Know You exercise had been postponed to the next CAC meeting.

## **2. Comments From the Audience**

Ms. Strand noted that there were no members of the community present who wished to offer comments or similar public testimony.

Ms. Strand noted that the Committee had received a memorandum from LCOG regarding STP-U funding changes. She noted that the CAC members had been asked to review the information from the memorandum and briefly discuss it later in the meeting.

Ms. Wiederhold noted that LCOG planning staff Paul Thompson and Andrea Riner were expected to arrive later in the meeting.

LTD representative Mary Archer distributed information regarding the operating costs associated with the alignment alternatives currently under consideration for the West Eugene EmX Extension (WEEE) project. She noted that the information had specifically addressed the projected operating costs from the year 2015 to 2031.

Ms. Archer demonstrated information from the key results table of LTD's alternatives analysis summary report for the benefit of the CAC members.

Ms. Strand commented that the additional information provided by Ms. Archer regarding proposed mitigation strategies for the alignment alternatives indicated that LTD had addressed many of the concerns previously raised by the CAC. She confirmed the CAC's previous understanding that the mitigated West 13<sup>th</sup>/11<sup>th</sup> Avenue alignment alternative would be the most cost effective option in the long run.

Ms. Archer responded to Ms. Strand's comments and further noted that while the no-build option would initially be the least expensive public transportation option for the West Eugene corridor, projected population and traffic congestion patterns would make the no-build option financially unsustainable approximately halfway through the 2015-2031 time period.

Ms. Archer, responding to a question from Mr. Morganti, noted that while proposals had been discussed regarding the potential expansion of EmX services into the Whitaker neighborhood and surrounding areas, no definitive plans had yet been made in that regard. She noted that LTD could afford to implement EmX route expansions only one corridor at time.

Ms. Archer noted that she would forward information regarding the upcoming meeting times for the JLPAC and the LTD Board of Directors to Ms. Wiederhold. She further noted that she would forward information regarding an upcoming joint meeting of the Eugene City Council and the LTD Board of Directors.

### **3. Approve December 8 and December 16, 2010 Minutes**

Ms. Butler-Boyesen commented that the minutes from the two December meetings had been wonderfully detailed.

Ms. Mulder commented that the December minutes had accurately reflected the high caliber of the CAC's questions and discussions.

Mr. Jacobson noted a correction to the December 8 minutes.

The CAC members briefly reviewed the minutes of the December 8 and 16 meetings.

Ms. Butler-Boyesen, seconded by Mr. Lockfeld, moved to approve the minutes of the December 8, 2010 meeting of the Central Lane MPO citizens advisory committee as corrected. The motion passed unanimously, 11:0.

Ms. Alldredge, seconded by Ms. Butler-Boyesen, moved to approve the minutes of the December 16, 2010 meeting of the Central Lane MPO citizens advisory committee.

Mr. Jacobson noted a correction to the December 16 minutes.

Ms. Strand called for a vote on Ms. Alldredge's previously stated motion. The motion passed unanimously, 11:0.

#### 4. Title VI Audit Results

LCOG Assistant Planner Stacy Clauson presented information regarding the results of the recent Title VI audit of the Central Lane MPO. She noted that Title VI essentially referred to the Central Lane MPO's non-discrimination provisions with respect to regional transportation program and planning efforts.

Ms. Clauson reported that the ODOT Office of Civil Rights Title VI Program (OCR) had performed reviews of the Central Lane MPO's Title VI provisions which the CAC had helped create. She noted that the OCR also had reviewed various operational elements of the Central Lane MPO including facilities and human resource areas.

Ms. Clauson noted that the Central Lane MPO was the first MPO to be evaluated by the OCR with respect to their Title VI provisions. Ms. Clauson further noted that the OCR had also recently performed a similar audit for the Portland Metro MPO.

Ms. Clauson noted that the OCR audit had involved a review of the Central Lane MPO's Title VI Plan and associated policies. She noted that the auditors had performed a three-day on-site assessment.

Ms. Clauson noted that LCOG staff had been particularly helpful in educating the OCR auditors regarding the operational aspects of the Central Lane MPO.

Ms. Clauson noted that the Central Lane MPO had received a "no deficiency" finding from the OCR.

Ms. Clauson noted that the OCR auditors had made various operational recommendations as part of the no deficiency determination including: 1) increased work with sub-recipient groups to evaluate their compliance with Title VI provisions; and 2) revisions to the manner in which Central Lane MPO provides complaint forms on its website for the public to use in reporting areas of Title VI concern.

Ms. Clauson reported that the OCR auditors had been highly complimentary regarding the Central Lane MPO's Public Participation Plan which the CAC had greatly contributed to.

Ms. Clauson commented that the OCR auditors had recommended various tools for use in evaluating the equity impacts of long range transportation planning efforts. She noted that they had also recommended the use of various services designed to help administrative and office staff respond to inquiries from customers who have limited English proficiency.

Ms. Clauson, responding to a question from Ms. Winter, noted that the Central Lane MPO had previously performed its own Title VI certifications with regard to its sub-recipients. She further noted that staff planned to investigate the use of the ODOT Title VI certification practices for sub-recipients.

Mr. Thompson stated that each of the Central Lane MPO's sub-recipients maintained their own Title VI compliance efforts.

Ms. Clauson, responding to a question from Ms. Alldredge, reported that the OCR's minor recommendation to the Central Lane MPO that they continue to work with its committees and boards to improve community involvement in policy development did not indicate any current deficiency in its current efforts; rather, this was a recommendation to continue its current efforts to provide broader public involvement. She noted that the OCR's had expressed interest in the process by which the CAC had solicited the concerns and recommendations of under-represented populations in the community, by holding a focus group discussion with representatives from different groups that are traditionally underrepresented in the transportation planning process.

Ms. Wiederhold commented that the Central Lane MPO staff and Ms. Clauson had been very proactive in working with the OCR to complete the audit.

Ms. Strand found it ironic that Ms. Clauson and her Central Lane MPO colleagues had been rewarded for their excellent work with an audit of their Title VI compliance processes.

Mr. Jacobson commented that a recent focus group session conducted by the CAC had satisfied several of the Title VI provisions. Ms. Strand responded that while the focus group session had been somewhat expensive it had certainly proven to be a worthwhile effort.

Ms. Clauson, responding to a question from Mr. Winter, noted that the OCR auditors had responded quite positively to the CAC's various recruitment processes, particularly their efforts to include greater representation among the Latino community.

## **5. Show-N-Tell: MPO Website and MTIP Map**

LCOG GIS Assistant Ellen Currier introduced and described in detail the most recent changes to the Metropolitan Transportation Improvement Program (MTIP) web map on the Central Lane MPO's website. She noted that the changes had been designed to make the map easier to use for members of the community.

Mr. Farrington and Mr. Thompson each noted that they had experienced technical difficulties in using certain parts of the revised web map. Mr. Thompson noted that MPO technical staff had been working to address various technical problems that had been identified.

Mr. Morganti noted that some of the pop-up text used on the revised MTIP web map was somewhat difficult to read.

Ms. Currier responded to Mr. Morganti's comment and noted that staff had tried to present the MTIP map information as clearly as possible while still providing all of the information that had been required to be presented. She noted that staff would continue to review the information pages used for the MTIP web map to see if the information might be made more succinct.

Ms. Currier stated that the Central Lane MPO staff would welcome any additional suggestions from the CAC members regarding the content and presentation of the MTIP web map.

Ms. Clauson, responding to a question from Mr. Lockfeld, described how the MTIP web map was linked with other transportation planning elements such as the City of Eugene's online TSP resources.

Ms. Currier, responding to a comment from Mr. Thompson, noted that there might still be technical issues regarding the MTIP web map that still needed to be worked out.

Ms. Wiederhold noted that the MTIP web map would incorporate links to a fact sheet where additional information regarding the CAC and the Public Participation Plan would be provided.

Ms. Currier noted that the web map also contained a link to a 12-month calendar on the MPC's web page that described many of the transportation projects that had been planned for the next year.

Mr. Farrington suggested that the web map incorporate elements to demonstrate how the MTIP planning processes interrelated with those of other local agencies such as Eugene and Lane County.

Mr. Chickering arrived to the meeting at 6:07 p.m.

Mr. Farrington noted that one of the website graphics intended to demonstrate the interrelated nature of the MTIP planning processes had not been particularly helpful.

Ms. Currier noted that the MTIP web map had been designed to bring up specific information on the jurisdictions and funding mechanisms involved in each project.

Ms. Currier, responding to a question from Ms. Riner, stated that the staff contact information specific to each MTIP project had not yet been added into the web map. She noted that Central Lane MPO staff intended to confer with the staff assigned to each project before doing so.

Ms. Currier demonstrated the map for the Central Lane MPO's RTP projects and noted how it would be used to transition into the new MTIP web map.

The CAC members and staff briefly discussed ways in which the information on the RTP and MTIP web maps might be presented more efficiently.

Mr. Farrington noted that ODOT had incorporated online tools to allow members of the public to weigh in on various bicycle and pedestrian projects and suggested that such a practice might be incorporated into the MTIP web map.

Mr. Thompson noted that the public comment period surrounding the MTIP projects was open until the end of the month.

Ms. Currier noted that tools such as the MTIP web map might serve as an effective way to open up further public engagement processes.

Ms. Currier, responding to a question from Mr. Winter, noted that additional functionality might be incorporated into the MTIP web map.

Ms. Strand hoped the CAC members would have a chance to use and review the MTIP web map before their next meeting.

Ms. Currier noted that the CAC members were welcome to contact her, Ms. Wiederhold or Mr. Thompson if they had any additional questions or feedback regarding the MTIP web map.

Mr. Morganti requested a hard copy of the MTIP web map materials.

## **6. Overview of Regional Transportation Projects**

Ms. Riner provided an overview of the regional transportation plans that were currently underway.

Ms. Riner noted that staff had most recently been working to set up a series of information websites regarding the various projects. She hoped that the websites might eventually form the basis for a regional clearinghouse for the transportation projects in various jurisdictions.

Ms. Riner noted that staff had been working to coordinate various public involvement and staff resources concurrent with the development of the regional transportation projects.

Ms. Riner noted that staff had also been working to develop an online survey along with the information websites for the regional transportation projects. She hoped that the CAC members would complete the survey at their earliest convenience.

Ms. Riner suggested that the information websites might be used to consolidate efforts among the various jurisdictions where the regional transportation projects were being executed.

Mr. Riner stated that the information websites were primarily for use by the public and were not intended to describe the more technical aspects of the regional transportation projects.

Mr. Thompson described how the information websites referenced by Ms. Riner would address the four main projects currently underway for the Coburg TSP, the Eugene TSP, the Springfield TSP and the Regional Transportation Plan adopted by the MPC.

Mr. Morganti noted he had recently completed the online RTP survey.

Mr. Thompson demonstrated the functionality of the RTP project and the MTIP web maps. He noted that the web maps had been designed to be as user friendly as possible although further refinements might still be added.

Mr. Farrington stated he had found it somewhat cumbersome to enter and review comments on the RTP web map. He further suggested that the project information listed therein needed to be drafted so that it could be easily understood by members of the community.

Mr. Lockfeld responded to Mr. Farrington's comments and further suggested that it might be better for community members to be able to enter comments regarding the RTP on the web map anonymously.

Mr. Jacobson noted that he had also experienced difficulties in accessing the RTP web map for the Central Lane MPO.

The CAC members and staff discussed their experiences in accessing and utilizing the RTP and the MTIP web maps and various other areas of the Central Lane MPO website. The Committee members further discussed a variety of general suggestions for improving the functionality of the Central Lane MPO's online resources.

Mr. Thompson, responding to a question from Mr. Winter, noted that any comments made on the RTP or MTIP web maps would be compiled in a database to be reviewed by staff who would in turn generate a comprehensive report regarding the feedback for each project. Ms. Riner added that the staff reports regarding those comments would address the modes and jurisdictions addressed in each project.

Mr. Jacobson noted that the consulting firm of CH2M was working with the various agencies involved in the RTP and asked if staff could provide periodic updates regarding that firm's work on the RTP. Ms. Riner responded that it might be more informative for the CAC members to hear from the project managers regarding each project rather than representatives of the CH2M consulting firm. She further noted that those project managers would generally have the same overview and perspectives of each project as any of the CH2M representatives.

Mr. Jacobson noted that a Eugene City staff member working on the Springfield TSP had recently been elected to the Springfield City Council. He asked if that individual would be permitted to continue their work on the Springfield TSP.

Mr. Thompson noted that staff would not only provide regional overviews of the RTP but would also provide regular detailed reports on each project.

Mr. Farrington asked if there were any plans to incorporate elements of the City of Florence's TSP update into the RTP online resources. Mr. Thompson replied that while Mr. Farrington's question represented an interesting idea the RTP online resources were generally only reserved for those projects that directly affected the Central Lane MPO. He further noted that staff might be able to provide links on the RTP section of the Central Lane MPO website to other projects in Lane County.

Ms. Strand suggested that providing links to other Lane County projects on the RTP project site might be helpful in clarifying the boundaries of the Central Lane MPO for members of the community.

The Committee members and staff discussed how the boundaries of the Central Lane MPO might be more clearly represented on the RTP and MTIP web maps.

Ms. Currier noted that some information regarding the RTP projects that had been distributed in pamphlets at various public meetings would eventually be added to the Central Lane MPO website.

The Committee members and staff discussed how additional information regarding the RTP projects might be presented on the Central Lane MPO website and how such information might be made more accessible to community members.

Ms. Strand commented that it would be interesting to see how the Central Lane MPO's online resources developed.

Ms. Riner noted that some of the public outreach efforts of the City of Eugene and the Central Lane MPO might be consolidated in order to more efficiently disseminate information regarding the TSP's, greenhouse gas emission reduction strategies, and other important local transportation-related matters.

Mr. Thompson announced that the MPC, the City of Eugene, and LTD had scheduled two joint open house events regarding the West Eugene EmX Extension project on February 1 from 4:30 to 6:30 p.m. and February 8 from 3:30 to 5:30 p.m. He further noted that a formal public hearing regarding the WEEE would be conducted by the three agencies at 5:30 p.m. following the open house event. He noted that the locations for the events had yet to be determined.

## **7. Getting To Know You Exercise**

Ms. Strand reiterated that the Getting to Know You Exercise had been postponed to a later CAC meeting.

Ms. Strand called for a break at 6:53 p.m. and reconvened the meeting at 7:04 p.m.

## **8. STP-U Funding Request for MPO Work Program in support of Local and Regional Transportation System Plans (TSP's)**

Mr. Thompson provided an update on the STP-U (Surface Transportation Planning-Urban) funding request for the Central Lane MPO work program in support of local and regional TSP's. He noted that the funds in question had been programmed in 2007 by the MPO for a household survey but were no longer needed for that purpose.

Mr. Thompson noted that staff had presented to the MPC regarding the STP-U funds and that no public comments had yet been received regarding the funds.

Mr. Thompson, responding to a question from Mr. Winter, noted that the STP-U funds could not generally be reclaimed by the federal government once they had been programmed to a specific regional project.

## **9. Updates**

Ms. Wiederhold reported that Ms. Rosalia Marquez had raised a concern at the previous CAC meeting regarding the use of certified interpreters. Ms. Wiederhold stated she had investigated the matter and had not yet found any Title VI requirements specifying the use of certified interpreters. Ms. Wiederhold recalled that Ms. Marquez's concern was that any translations used for MPO outreach needed to be presented in more colloquial language that could easily be understood by Spanish language speakers. Ms. Wiederhold stated that staff would continue to investigate the matter and advise the CAC accordingly.

Ms. Wiederhold, responding to a question from Ms. Butler-Boyesen, stated that Ms. Clauson's January 5 memorandum to the MPC regarding the MTIP Annual Report had been included in the CAC's agenda item summary materials only for informational purposes and that no direct action was necessary. Ms. Riner added that the annual report referenced in the memo was essentially the annual listing of obligated projects for the MTIP.

Ms. Riner, responding to a question from Ms. Mulder regarding the Regional Transportation Planning progress report, noted that it was somewhat challenging to coordinate the various elements and jurisdictions involved in the RTP and that the boundaries set by the federal government in that regard might be considered differently from the urban growth boundaries of local jurisdictions such as Eugene, Springfield and Coburg. Ms. Riner further noted that the metropolitan statistical area for the RTP was defined as the boundaries of the Central Lane MPO.

Ms. Strand noted the CAC's upcoming meeting schedule. Ms. Wiederhold clarified that the February 17 and March 17 CAC meetings would be held in LTD's Next Stop Center meeting room. Ms. Wiederhold noted that she would distribute an email regarding the location change.

## **10. Reports from CAC Representatives on Outside Committees**

Mr. Jacobson commented that he, Mr. Winter, Mr. Morganti, Ms. Wiederhold, and Ms. Butler-Boyesen each had participated in LTD's general manager search committee meeting on January 19. Mr. Winter added that the CAC representatives had offered questions and feedback regarding the community and its values in relation to LTD's efforts to locate a replacement for retiring General Manager Mark Pangborn.

Ms. Strand stated that the questions considered by the CAC representatives at the LTD search committee meeting had been previously distributed via email under the subject heading "Community Stakeholder Interview Questions."

Ms. Butler-Boyesen noted from the LTD search committee meeting that she had suggested that the new general manager needed to be a very patient person with a sincere willingness to engage in the public and bureaucratic processes associated with public transportation issues.

Mr. Morganti noted he had participated in the LTD search committee meeting via telephone and had offered his input regarding public transportation issues involving River Road and Highway 99.

Mr. Jacobson maintained that LTD's new general manager needed to be able to work with a diverse group of community representatives.

Ms. Wiederhold reported that she had spoken with CAC and LTD Board member Gary Gillespie who had informed her that the CAC's input at the LTD search committee meeting had been invaluable. She noted that Mr. Gillespie had further informed her that LTD might wish to use the CAC for additional advisory discussions regarding the general manager search process.

Ms. Strand commented that she had spoken with LTD Board member Greg Evans regarding the possibility of further CAC involvement in the general manager search process.

Mr. Jacobson responded to Ms. Wiederhold and Ms. Strand's comments and noted that any efforts to support or supplement the work of LTD's general manager search committee must comply with the established advisory parameters of the Central Lane MPO.

Ms. Butler-Boyesen believed that actively contributing to LTD's general manager search process might be beyond the MPO CAC's charter.

Ms. Riner believed that it might not have been acceptable for Mr. Gillespie or Mr. Evans to approach the CAC regarding any potential future involvement in LTD's general manager search process.

Mr. Winter stated that the MPC needed to approve any external advisory efforts the CAC might perform for LTD or any other agency.

Ms. Strand noted that she had been unable to attend the LTD search committee meeting but that she had been very impressed by the efforts of General Manager Mark Pangborn. Mr. Winter agreed that Mr. Pangborn had exhibited a very strong overview of local transportation matters.

Ms. Strand, responding to a question from Ms. Strand, stated that Mr. Pangborn was expected to retire in June of 2011.

Mr. Farrington noted that he had attended the most recent meeting of the Eugene TSP Department Advisory Committee along with Mr. Gillespie.

The Committee members briefly reviewed the CAC's outside committee and stakeholder group assignments.

Mr. Farrington reported that the Eugene TSP Department Advisory Committee had met on January 5 to review the ground rules and background of various transportation planning processes. He further noted that the meeting had involved a discussion of best outcomes in relation to a number of transportation issues such as greenhouse gas emissions, peak oil concerns and public transportation.

Ms. Riner noted that staff had presented a list of emerging issues that had been identified by the MPC to the CAC several months earlier. She hoped that the CAC members might be able to provide an update on the discussion status of several of the items from the emerging issues list.

Ms. Strand noted that the ODOT Beltline Facility Plan Stakeholder Advisory Committee had recently completed its work. Mr. Chickering added that a meeting had been scheduled for January 24 to review the draft of the Committee's final report.

Mr. Chickering, responding to a question from Mr. Farrington, noted that the next steps for ODOT's Beltline Facility would involve the Beltline Facility steering committee to develop a recommendation regarding the interchange area management plans (IAMP) for the Beltline Facility project. Mr. Chickering confirmed that the steering committee meetings would involve focused analyses of the various interchanges that had been proposed.

## **11. Wrap-Up**

Mr. Jacobson adjourned the meeting at 7:32 p.m.

(Recorded by Wade Hicks)