



TRANSPORTATION ADVISORY COMMITTEE (TrAC)

AGENDA

Wednesday, January 22, 2020

5:15pm

Dinner (Committee/Staff)

Goodpasture Room

5:45pm - 7:35pm

Public Meeting Session

3050 North Delta Hwy, Eugene, OR 97408

- I. Introductions / Agenda Review – *Chair, Kevin Woodworth, 5 min.*
- II. General Public Comment, **10 min.**
- III. Review the TrAC Responsibilities and Objectives as outlined in the Bylaws and discuss with Commissioner Buch – *All, 20 min.*
This is an opportunity for TrAC members to engage in a conversation with Commissioner Buch about the TrAC's role and how they can support the Board of County Commissioners.
- IV. Review Year-End 2019 Report and discuss 2020 work plan – *Sasha Vartanian, 10 min.*
Provide feedback to staff on the Year-End 2019 Report and discuss items to add to the work plan for 2020.
- V. Nominations / Appointments for 2020 Chair and Vice Chair, and LaneACT representative – *Sasha Vartanian, 10 min.*
- VI. Discuss the Capital Improvement Program (CIP) project prioritization process review – *Peggy Keppler/Sasha Vartanian, 20 min.*
Staff will review the CIP project prioritization process and get feedback from TrAC members about process improvements.
- VII. Info Share / Next Steps, – *All, 15 min.*

Attachments:

- TrAC Bylaws (pages 2-5)
- DRAFT TrAC Year-End 2019 Report (pages 6-7)
- TrAC 12 Month Calendar (page 8)
- CIP project prioritization hierarchy (page 9)

BYLAWS

LANE COUNTY TRANSPORTATION ADVISORY COMMITTEE (TrAC)

ARTICLE I. NAME

This committee shall be known as the Lane County Transportation Advisory Committee (TrAC), hereinafter referred to as the Committee.

ARTICLE II. RESPONSIBILITIES AND OBJECTIVES

In accordance with LM 3.595, the Committee has the following authorities and responsibilities:

Acts as a forum for public input into the County's transportation system and serves as a liaison group in representing transportation concerns of the community to the Board and representing Board decisions to the community.

In addition to the above-cited objectives, the Committee shall also have the following responsibilities and objectives:

Section 1. Review transportation improvement needs throughout Lane County, working with Public Works staff to establish priorities in keeping with available funds. Review and recommend a Five-Year Capital Improvement Program to the Board of Commissioners biannually.

Section 2. Present recommendations to the Board regarding modifications to the Capital Improvement Program during the year if the Committee concurs by majority vote that such modifications would be in the best interest of Lane County.

Section 3. Review requests for transportation improvements beyond the scope of routine maintenance brought to the attention of the Committee by the Board of Commissioners, citizen groups or individual citizens and make recommendations to the Board or to staff as appropriate.

Section 4. Review road standards and policies and prepare recommendations for Board action as necessary.

Section 5. Review and provide recommendations to the Board regarding long-range planning for future transportation needs in Lane County. Included would be review of the Lane County Master Road Plan, Transportation Improvement Program and such other long-range planning as may be required by other governmental agencies or determined by the Committee to serve the public interest.

Section 6. Recommend criteria and resulting priorities for projects involving the County and other governmental agencies.

Section 7. Review needs and use of active transportation modes in overall transportation planning and recommendations.

Section 8. Review annually the Road Fund budget and provide recommendations as appropriate.

Section 9. Review transportation safety needs on a regular basis for all relevant travel modes and make recommendations for improvements to County staff and the Board when appropriate.

ARTICLE III.

MEMBERSHIP

Section 1 in accordance with LM 3.506: The Committee shall consist of seven members. Each commissioner shall name one member from their voting district who shall serve the same term of office as the commissioner making the appointment. Two at-large members shall be appointed by the Board of Commissioners at a regular Board meeting. Commissioner Appointments and At-Large Appointments shall serve at the will of the appointing Commissioner(s), but for no longer than 4 years without reappointment and shall generally be limited to two consecutive terms.

Section 2. A member who is absent without excuse from three (3) consecutive meetings, or four out of six consecutive meetings, shall receive a certified letter from the chairperson of the Committee that if the member fails to attend the next meeting without excuse, the chairperson will request that the Board of County Commissioners declare a vacancy and appoint a replacement.

ARTICLE IV.

OFFICERS

Section 1. The officers of this Committee shall consist of a Chair and Vice Chair.

Section 2. The Chair and Vice Chair shall be elected from the voting membership of the Committee at its first regular meeting in January of each year. The term of office shall be one year. No member shall be eligible for more than three consecutive terms as Chair or Vice Chair. In case of vacancy occurring in the office of Chair or Vice Chair, the Committee shall fill the same by an election at its regular meeting.

Section 3. The Director of the Public Works Department or his/her designee shall serve as Secretary of the Committee.

ARTICLE V.

OFFICERS' DUTIES

Section 1. It shall be the duty of the Chair to preside at all meetings of the Committee; to enforce observation of the Bylaws; to decide all questions of order; offer for consideration all motions regularly made; apportion duties of the members of the Committee; call all special meetings; appoint all necessary subcommittees; and perform such other duties as the office may require.

Section 2. In the absence of the Chair, the Vice Chair shall perform the Chair's duties.

Section 3. In the absence of the Chair and Vice Chair, the Committee shall elect a temporary chair for the particular meeting in question.

Section 4. It shall be the duty of the Secretary to provide information and services, and to keep complete records of Committee activities.

Section 5. An officer may be removed from office by the Board for misconduct or neglect of duty in office.

ARTICLE VI.

MEETINGS AND VOTING

Section 1. This Committee shall hold its regular meetings on the 4th Wednesday of every other month at 5:45 p.m. at the Lane County Public Works Department, 3050 North Delta Highway, Eugene. Special meetings may be called by the Chair provided advance notice is provided at the regular meetings or in writing by the Secretary.

Section 2. All meetings of the Committee shall be conducted in accordance with the Oregon Open Meetings law, ORS 192.610-.690. The Committee is responsible for complying with the requirements of the law, including advance public notice of the agenda and audio recordings, which shall be posted on the County website.

Section 3. The place and hour of any meeting may be changed by affirmative act of the Committee, and the hour of any meeting may be changed by the Secretary, if adequate notice can be given to the public and all interested parties.

Section 4. All meetings shall adjourn at 7:45 p.m. unless the Committee, by majority vote, decides to extend business beyond that time.

Section 5. Each member of the Committee shall be entitled to one vote on all issues at meetings at which the member is present, except as provided in Article VII (Conflict of Interest), and no proxy votes shall be allowed.

Section 6. A majority of the voting members shall be necessary to constitute a quorum. Except as otherwise provided by these Bylaws, all actions of the Committee shall require the vote of the majority of those voting members present, including the chair.

Section 7. The act of a majority of the total membership shall be the act of the Committee.

Section 8. Except as otherwise provided to the contrary by these Bylaws, Robert's Rules of Order shall apply to the procedures of all Committee meetings.

Section 9. When a motion has been made to approve an agenda item and the motion is defeated by proper vote and no later alternative motion is made for approval, the defeat of any such motion to approve shall be deemed a denial of the matter before the Committee, without further separate motion to deny and a vote thereon.

ARTICLE VII.

CONFLICT OF INTEREST

Members shall be required to vote on all matters which require a decision unless a member has a direct or indirect personal or pecuniary interest in said matter. When such apparent or potential conflict of interest arises, the affected member shall disclose such conflict of interest and disqualify themselves from voting on the matter, and they shall not be considered as being present for the purpose of determining whether a majority vote has been cast. Furthermore, the affected member shall notify the Board of County Commissioners as required under ORS 244.120.

ARTICLE VIII. PUBLIC HEARINGS

Section 1. All meetings of the Committee shall be open to the public.

Section 2. Any interested party may appear for themselves or be represented by a person of their choice. Any person speaking at a public hearing shall first identify themselves by name and address and, if appearing in a representative capacity, identify whom they represent.

Section 3. Public testimony shall be limited to 5 minutes per speaker for a maximum of 30 minutes on each agenda item per meeting except that the time may be extended or limited on majority vote of the Committee.

ARTICLE IX. SPECIAL RECORDS

Special records shall be maintained by the Secretary or his/her designee for the following matters:

Section 1. All reports made by the Lane County staff, Committee, subcommittee of the Committee, individual staff or Committee members, technical consultants, or other interested parties, shall be filed and made available upon request as provided by law.

ARTICLE X. ADOPTION OR AMENDMENT OF BYLAWS

The adoption or amendment of these Bylaws shall require the vote of a majority of voting members of the Committee at a meeting prior to which the proposed rules or amendments have been distributed to all members of the Committee five days in advance of said meeting by mailing copy to Committee members' addresses as shown in records of this Committee. Amendments shall become effective only upon approval of Legal Counsel and the Board of County Commissioners.


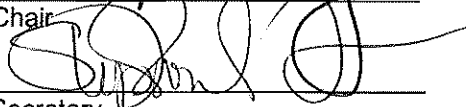
Adopted by the Roads Advisory Committee September 12, 1979.

Amended and adopted by unanimous vote of the members present at the regular meeting of the Lane County Roads Advisory Committee this 28th day of January, 1987.

Amended and adopted by the Committee on this 28 day of February, 1990, and by the Board of County Commissioners on this 27th day of March, 1990.

Amended and adopted by the Committee on this 2nd day of December, 2009, and by the Board of County Commissioners on this 12th day of January, 2010.

Amended and adopted by the Transportation Advisory Committee on this 25th day of May, 2016, and by the Board of County Commissioners on this 12th day of January, 2016.


Chair

Secretary



DRAFT Lane County Transportation Advisory Committee (TrAC) Year-End Report: 2019

Overview

The Transportation Advisory Committee (TrAC) is an advisory committee to the Lane County Board of Commissioners which meets every-other month. It acts as a forum for public input into Lane County's transportation system and serves as a liaison group representing community transportation concerns to the Board and representing Board decisions to the community. The TrAC bylaws charge the committee with input and recommendations on the County's Capital Improvement Program (CIP). The TrAC also conducts public hearings and develops recommendations to the Board on project designs pursuant to Lane Manual.

2019 Accomplishments

- Provided input around project priorities and evaluation criteria, reviewed, commented, and conducted a public hearing on the Lane County Road and Bridge Capital Improvement Program FY 2021-2025
 - Conducted a public hearing on the staff recommendation
 - Made a final recommendation to the Board of County Commissioners

- Reviewed, commented and conducted a public hearing on the Territorial Highway Reconstruction Project
 - Conducted a public hearing on the staff recommendation
 - Made a final recommendation to the Board of County Commissioners

- Received ongoing updates and provided input toward implementation of Lane County's Transportation Safety Action Plan measures

- Served as a liaison to the Lane Area Commission on Transportation (LaneACT)
 - The committee continued to support and send one TrAC representative to monthly LaneACT meetings to represent interests of Lane County

- Continued education for committee members
 - TrAC members received presentations and provided input on a wide range of topics addressing transportation system operation, maintenance, construction, planning, and safety
 - Topics included:
 - LaneACT
 - County maintenance practices and emergency snow event recovery
 - Local Access Roads
 - Traffic calming pilot program
 - Updates to Lane Code Chapter 15
 - Ice and Snow Plan



DRAFT Lane County Transportation Advisory Committee (TrAC) Year-End Report: **2019**

- Conducted the Annual Road Project Tour
 - Beaver-Hunsaker Corridor
 - River Road slurry seals
 - River Road chipseals
 - Coburg Road overlay and ADA ramps
 - Bridge Street Bridge preservation & maintenance
 - Fox Hollow Road lightweight slide repair



Lane County Transportation Advisory Committee (TrAC)

Tentative 12-Month Calendar & Agenda Items

<p style="text-align: center;">January 22, 2020</p> <ul style="list-style-type: none"> • Nominations / Appointments: 2020 Chair / Vice Chair LaneACT representative • 2019 Year-End Report / 2019 Next Steps • CIP project prioritization process discussion 	<p style="text-align: center;">March 25, 2020</p> <ul style="list-style-type: none"> • LMD driveway/road fire access standards • Local Access Roads update/ discussion • Project updates: N. Park / Maxwell & Gilham Rd. 	<p style="text-align: center;">May 27, 2020</p> <ul style="list-style-type: none"> • N. Park / Maxwell Design: Public Hearing: Review and make recommendation to Board • Gilham Rd. Design: Public Hearing: Review and make recommendation to Board • Project Updates: Territorial Hwy
<p style="text-align: center;">July 22, 2020</p> <ul style="list-style-type: none"> • Review/ refinement of CIP project list • Local Access Roads next steps 	<p style="text-align: center;">September 23, 2020</p> <ul style="list-style-type: none"> • Public Hearing: FY21-FY25 Capital Improvement Program 	<p style="text-align: center;">November 11, 2020</p>
<p style="text-align: center;">Road Tour – TBD</p>	<p style="text-align: center;">January 27, 2021</p>	<p style="text-align: center;">March 24, 2021</p>

