



Oversight Team

ATTENDEES:	Sam Brentano/Marion County, Lloyd Chapman/Salem-Keizer Transit District, Dan Clem/City of Salem, Dave Cox/FHWA, Jeff Scheick /ODOT
UNABLE TO PARTICIPATE:	Cathy Clark/ City of Keizer, Tom Ritchey/Polk County
STAFF PARTICIPANTS:	Dan Fricke/ODOT, Julie Warncke/City of Salem, Dave Simmons/CH2M HILL, Marcy Schwartz/CH2M HILL
GUESTS:	Richard Schmid/SKATS, Rick Stucky/City of Salem, Rob Norton/City of Keizer
DATE:	September 27, 2006

Welcome

Dan Fricke/ODOT's Project Manager and Julie Warncke/City of Salem Project Manager welcomed the Oversight Team members and thanked them for agreeing to participate in this important project. Dan will serve as the contract manager, but the day-to-day leadership will be a partnership between ODOT and the City of Salem. Rod Thompson/ODOT Environmental Leader will provide guidance on meeting requirements of the National Environmental Policy Act. The City of Salem will provide guidance on land use actions and development of a financial strategy for the project. Marcy Schwartz/CH2M HILL will serve as facilitator for the group.

Introductions

Marcy reviewed the meeting agenda and meeting objectives:

- Establish shared understanding of project background, scope and goals
- Establish shared understanding of Oversight Team role and responsibilities
- Adopt Decision Process and Structure for the project
- Adopt operating protocols for working together as a team

Team members introduced themselves and identified expectations, desired outcomes and issues to be resolved:

- Ensure this is not just another false start, not another study to sit on the shelf--- don't want it to take 20 years!
- Finish EIS on time
- Ensure the Environmental Impact Statement (EIS) is built on solid foundation

- Develop a project that serves public at large, business, and city/county governments and obtains support of regulatory/resource agencies
- Achieve community-based support
- Achieve elected official support
- Obtain recognition as a project of statewide significance by the Transportation Commission
- Develop a sound financing strategy – think outside the box, change paradigm about reluctance to take on big projects in the Salem area
- Help preserve downtown, not encourage sprawl
- Make it easier to get across town
- Provide better east/west connections for freight and tourism
- Make sure traffic impacts to established neighborhoods (e.g., Highland) are considered
- Develop a project that is aesthetically pleasing, supports quality of life, considers area surrounding and under the bridge, and is inviting to families
- Consider the project not just as building a bridge, but as a way to enhance quality of life for neighborhood and town as well – whole package of amenities
- Meet needs of Keizer
- Meet regional needs for a route from coast to I-5 without going through downtown Salem

Project Overview

Background

Dave Simmons provided the background of the project in a PowerPoint presentation. The group discussion highlighted the following points:

- The bridges are carrying as much traffic as I-5 through Salem
- Over half the peak traffic has origins or destinations in West Salem – PM peak traffic flows are heavier than AM peak
- Analysis of 27 major intersections shows that many are failing now
- The future travel demand modeling results indicate there is higher demand on the bridge than it can physically handle even in system constraints are removed
- Logical termini need to be established as part of Purpose and Need for the project, then it will be possible to consider traffic flows from point to point
- Highway 22 is a truck route – it will be important to determine and analyze truck volumes

Dave distributed a list of the local documents the team has reviewed to identify existing data that can be used in the project and to make sure the local context is understood. Statewide documents, such as the Oregon Highway Plan, have also been reviewed, but are not on this list.

Decision Process and Structure

Marcy reviewed the Decision Process and Structure memorandum that describes the milestone schedule planned for the project as well as the roles and responsibilities of the various groups involved in the project. A handout describing the composition and role of the Collaborative Environmental and Transportation Agreement for Streamlining (CETAS) group was distributed.

Dave Cox pointed out that the proposed schedule reflects a very fast timeframe, about half the national average for preparation of EISs. He will serve as an ex-officio (non-voting) member of the Oversight Team because FHWA is responsible for approving the EIS as an independent agency.

The group approved the Decision Process and Structure memorandum by consensus. It will be used to describe the project to the Task Force at its first meeting on October 4 and to the public on the website and in the first newsletter.

Operating Protocols

The group adopted the following operating protocols:

- Future meetings will be held in the COG offices from 11:00-1:00 on days other than Mondays and Wednesdays.
- Meeting times will be limited to 2 hours.
- Opportunities will be provided for participation by phone.
- Meeting materials will be distributed to team members in advance of meetings and are expected to be read by team members prior to meetings. Staff will provide executive summaries of technical documents.
- Notes summarizing discussion and actions taken will be prepared by staff for all meetings.
- Decisions will be made by consensus. If consensus is not possible, a majority vote will determine the decision outcome.
- A majority of Oversight Team members will constitute a quorum. Substitutions of persons of equal role in the elected official organizations (City Councils, County Commissions, Transit District Board of Directors) or a direct report in the Oregon Department of Transportation (ODOT) will count toward the quorum.
- Honest and candid communication is desired and expected.
- ODOT public information staff is responsible for official communications about the project to the media. Oversight Team members can discuss their own perspectives with

the media, but cannot represent the entire group. Media requests for information and responses provided by staff or any team members will be circulated to the entire group.

Next Steps

The next meetings of the group are tentatively scheduled for the weeks of November 13 or 20 and December 11. Actual dates will depend on the availability of recommendations from the Task Force. Interim briefings will be provided at the SKATS Policy Committee meetings.

The public website for the project will go “live” on September 28. The address is salemrivercrossing.org.

Public open houses are anticipated in November or December and are currently being scheduled. These will be opportunities to describe the project to interested parties and obtain input on the Purpose and Need for the project and issues and concerns that should be addressed.

The project team website is available to team members. Instructions for its use were distributed. If members have any difficulties, CH2M HILL staff can provide assistance. Contact information is provided in the instructions. In future, meeting materials will be posted on the website for easy access; some files are likely to be too large to e-mail.