
Thursday, June 07, 2018
6:45 PM – 8:30 PM

Development Services Building
First Floor, Room 119/120
150 Beaver Creek Road, Oregon City, OR 97045

AGENDA

6:45 p.m. Pledge of Allegiance

Welcome & Introductions

Chair Jim Bernard & Mayor Brian Hodson, Co-Chairs

Housekeeping

- Approval of May 03, 2018 C4 Minutes

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6:50 p.m. 2020 Regional Transportation Bond

- *Presenting: Tyler Frisbee, Metro*

7:20 p.m. Transit HB 2017 Update

- *Presenting: C4 Transit Subcommittee panel*

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8:05 p.m. C4 Options Memo Discussion

- *Presenting: Mayor Brian Hodson*

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8:15 p.m. Updates/Other Business

- Retreat Update
- JPACT/MPAC Updates
- Other Business

8:30 p.m. Adjourn

General Information



Current Voting Membership

		C4 Exec	C4 Metro	C4 Rural	JPACT	MPAC	R1ACT
Clackamas County	Chair Jim Bernard	●	●	●			
Clackamas County	Commissioner Paul Savas		●	●	●		●
Canby	Mayor Brian Hodson	●		●			●
CPOs	Laurie Freeman Swanson (Molalla CPO)	●	●	●			
Estacada	Mayor Sean Drinkwine			●			
Fire Districts	Matthew Silva (Estacada Fire District)	●					
Gladstone	Mayor Tammy Stempel		●				
Hamlets	Kenny Sernach (Beavercreek Hamlet)			●			
Happy Valley	Councilor Markley Drake		●				
Johnson City	Vacant						
Lake Oswego	Councilor Jeff Gudman	●	●		●	●	●
Milwaukie	Mayor Mark Gamba		●			●	
Molalla	Mayor Jimmy Thompson			●			
Oregon City	Mayor Dan Holladay		●				
Portland	Vacant						
Rivergrove	Mayor Heather Kibbey		●				
Sandy	Councilor Carl Exner			●			
Sanitary Districts	Nancy Gibson (Oak Lodge Water Services)	●					
Tualatin	Councilor Nancy Grimes		●				
Water Districts	Hugh Kalani (Clackamas River Water)						
West Linn	Council President Brenda Perry		●				
Wilsonville	Mayor Tim Knapp		●		●		

Current Ex-Officio Membership

MPAC Citizen Rep	Vacant
Metro Council	Councilor Betty Dominguez
Port of Portland	Emerald Bogue
Rural Transit	Julie Wehling
Urban Transit	Eve Nilenders

Frequently Referenced Committees:

- CTAC:** Clackamas Transportation Advisory Committee (C4 Transportation TAC)
- JPACT:** Joint Policy Advisory Committee on Transportation (Metro)
- MPAC:** Metro Policy Advisory Committee (Metro)
- MTAC:** Metro Technical Advisory Committee (MPAC TAC)
- R1ACT:** Region 1 Advisory Committee on Transportation (ODOT)
- TPAC:** Transportation Policy Advisory Committee (JPACT TAC)

Thursday, May 3, 2018
6:45 PM – 8:30 PM

Development Service Building
Main Floor Auditorium, Room 115
150 Beaver Creek Road, Oregon City, OR 97045

Attendance:

Members: **Canby:** Brian Hodson (Co-Chair); **Clackamas County:** Jim Bernard (Co-Chair); Paul Savas; **CPOs:** Laurie Swanson (Molalla); Martin Meyers (Redland CPO) (Alt.); **Gladstone:** Tammy Stempel; **Hamlets:** Kenny Sernach (Beaver Creek); **Happy Valley:** Markley Drake; **Lake Oswego:** Jeff Gudman; **Metro:** Shirley Craddick (Alt.); **Milwaukie:** Wilda Parks (Alt.); **Molalla:** Elizabeth Klein; **Oregon City:** Dan Holladay; **Sandy:** Carl Exner; **Sanitary Districts:** Nancy Gibson (Oak Lodge); **Transit:** Julie Wehling (Transit); Eve Nilenders (Trimet); **Water Districts:** Hugh Kalani; **West Linn:** Brenda Perry; **Wilsonville:** Kristin Akervall (Alt.)

Staff: Trent Wilson (PGA); Chris Lyons (PGA)

Guests: Marjorie Stewart (Firwood); Richard Swift (H3S); Nancy Kraushaar (Wilsonville); Jennifer Hughes (Clackamas County); Tracy Moreland (BCC); John Lewis (Oregon City); Chuck Robbins (H3S); David Marks (CCBA); Jaimie Huff (Happy Valley); Mary Jo Cartasegna (BCC); Brook Berglund (PGE)

The C4 Meeting was recorded and the audio is available on the County's website at <http://www.clackamas.us/c4/meetings.html> . Minutes document action items approved at the meeting.

<u>Agenda Item</u>	<u>Action</u>
Approval of April 5, 2018 Minutes	Approved.
Summer Meetings	C4 Executive Committee will meet on May 14 th to decide whether to hold or cancel the June and July C4 meetings.
2018 Housing Bond	Elissa Gertler (Metro) presented an update on Metro's efforts to develop a general obligation bond measure on affordable housing for the Nov, 2018 ballot. Metro has just released a draft framework on the bond measure and is presenting it to jurisdictions across the region for feedback during the month of May. The Metro Council is expected to consider approving a final measure at the end of May or early June.
Updates/Other Business:	Retreat Update: C4 Retreat registration is now open and all are encouraged to attend.
<ul style="list-style-type: none"> • Retreat Update • Housing Needs Assessment 	

<p>(State Funds)</p> <ul style="list-style-type: none"> • JPACT/MPAC Updates • Other 	<p>Housing Needs Assessment: County staff are pursuing state funding through DLCD to help pay for the Housing Needs Assessment. C4 members agreed to pursue this approach.</p> <p>Value Pricing: C4 voted to approve the following motion (with one in opposition): “It is the consensus position of C4 that if there is tolling of highways, those revenues go to increased capacities on the highway system.”</p> <p>Transit update: C4 members discussed challenges and opportunities for transit funding through the STIF program.</p> <p>I-5 Wilsonville Facility Plan: Kristin Akervall announced that ODOT is currently taking public comment through May 29th on the I-5 Wilsonville Facility Plan that seeks to address operational problems on I-5 southbound between Wilsonville Road and the Canby-Hubbard off-ramp.</p>
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Adjourned at 8:08 p.m.

C4 Staff Memo

Re: Clackamas Transit Provider Panel Presentation on HB 2017

From: Karen Buehrig, Transportation Planning Supervisor

Date: May 31, 2018

Summary

In February 2018, C4 included in its bylaws a Clackamas Transit Provider Subcommittee. This subcommittee was created in response to the transit funding discussion at the December 2017 C4 meeting. The intention of the subcommittee was to formalize a body that could be responsive to transit specific issues in and around the county, especially in the wake of HB 2017 authorizing funds that will be dedicated to transit agencies.

Since that time, the Transit Provider Subcommittee has been meeting regularly to keep abreast of the rulemaking around the HB 2017 Statewide Transportation Improvement Fund. Attached are the documents “Statewide Transportation Improvement Fund Overview of Draft Rules” and the “STIF Plan Process” flowchart.

The members of the Clackamas Transit Provider Subcommittee will provide an overview of the local processes they are using to identify projects to be included in the STIF Plan. They will also talk about the Clackamas HB 2017 Advisory Committee that is being formed to provide recommendations to the regional Qualified Entity Committee. It is expected that the projects recommended by the Clackamas County HB 2017 Advisory Committee will be folded into the full HB 2017 Plan that will be submitted to the Oregon Transportation Commission (OTC) by TriMet, as the Qualified Entity.

For additional information, please contact:

Karen Buehrig, Transportation Planning Supervisor

karenb@clackamas.us



Statewide Transportation Improvement Fund Overview of Draft Rules

recommendation to its governing body or board based on its review of the proposed projects' contents according to the criteria in the draft rule. That body will submit STIF Plans to ODOT. ODOT staff will review STIF Plans for completeness and refer each complete STIF Plan to the Public Transportation Advisory Committee (PTAC) for review. PTAC will decide whether to recommend STIF plans to the OTC. If PTAC decides it will not advance all or a portion of a STIF Plan, the Qualified Entity will have 30 days to complete revisions. The OTC will decide whether to accept or deny PTAC's recommended STIF Plans. A schedule and flow chart for this decision-making process is located on page 2 of this fact sheet.

Other Formula Fund rules

In addition to the key elements described above, Division 42 includes rules about the Formula Fund cycle, reporting requirements, and capital asset requirements.

Key elements of draft Intercommunity Fund and Discretionary Fund rules

Purposes

These rules (Chapter 732, Division 44) establish the procedures and requirements necessary for the administration of the Discretionary Fund and Intercommunity Discretionary Fund. The purpose of the Discretionary Fund is to provide a flexible funding source to improve public transportation in Oregon. All project types are eligible for funding, except ongoing operations.

The Intercommunity Discretionary Fund is for improving connections between communities and other key destinations important for a connected statewide transit network. Projects eligible to receive grants under the Intercommunity Discretionary Fund include but are not limited to: capital projects such as vehicles, facilities, equipment and technology as well as mobility management, planning, research and operations. As a competitive funding source, ongoing operations projects are subject to risk of not receiving continuous funding. Public transportation service providers may apply to ODOT directly for these funds.

Match

Discretionary Fund applicants are required to demonstrate the ability to provide a match of at least 20 percent of the total project's cost. There are a few exceptions that merit a 10 percent match, such as if the project will predominantly serve or provide access to and from rural communities. Rural communities for this purpose are described as communities outside of urban areas with populations of 50,000 or less. Details on match requirements can be found in the draft rule.

Advisory Committee review

ODOT will provide a copy of the application to the Qualified Entity associated with the application, as appropriate. Qualified Entity Advisory Committees shall provide a written recommendation to the Qualified Entity's governing body stating whether the OTC should award funding. Committees have the option of submitting a prioritized list of projects. Each Qualified Entity shall submit the recommendation of its advisory committee to ODOT.

Project selection

The draft rules include a list of OTC investment priorities. The OTC may refine its investment priorities with input from PTAC. PTAC will make a funding recommendation to the OTC considering input from Qualified Entity Advisory Committees and Area Commissions on Transportation. OTC will determine whether to accept or reject grant applications for discretionary funding.

Other funding rules

In addition to the key elements described above, the draft Discretionary Fund rules address the solicitation and application submission periods, application requirements, recipient qualifications, grant agreement contents, reporting requirements, withholding or repaying of funds, and capital asset requirements.

Contact information

For more information about STIF, please reach STIF Project Manager Karyn Criswell by phone at 503-856-6172 or via email at Karyn.C.CRISWELL@odot.state.or.us

Find additional information about STIF and sign up for email updates at: <http://www.oregon.gov/ODOT/RPTD/Pages/STIF.aspx>

Updated: 4/5/2018

Improving public transportation for Oregonians

With the passage of House Bill 2017, Keep Oregon Moving, the Oregon Legislature made a significant investment in transportation to help advance the things that Oregonians value—a vibrant economy with good jobs, strong communities with high quality of life, a clean environment, and safe, healthy people. A centerpiece of Keep Oregon Moving is the Statewide Transportation Improvement Fund (STIF). This fund provides a new dedicated source of funding to expand public transportation service in Oregon communities.

Public comment sought on draft rules

Over the past six months, the Oregon Department of Transportation (ODOT) worked with a Rules Advisory Committee to develop draft rules to guide the use and implementation of the fund. The committee's process included opportunities for public input through listening sessions and online surveys. This input was incorporated into the draft language to amend Oregon Administrative Rules Chapter 732, Divisions 40, 42, and 44 that will be considered by the Oregon Transportation Commission (OTC) in 2018.

Review the complete content of the draft rules and provide comment to the ODOT Rules Coordinator:

bit.ly/FundDraftRules

Participate in rulemaking

Public comment on the draft rules is invited during the rulemaking process. For a copy of the draft rules, current rulemaking schedule, and to comment, go to: bit.ly/FundDraftRules

Rulemaking schedule

The rulemaking schedule, below, is current as of April 5, 2018. Please visit the ODOT Rulemaking website as the process proceeds to confirm the schedule.

- March 28, 2018**
 Notice filed with Oregon Secretary of State
- April 1 through April 21, 2018**
 Public comment period
- April 17, 4-6 p.m.**
 Public hearing at ODOT Region 2 Campus 885 Airport Rd SE, Building X
- June 22, 2018**
 Oregon Transportation Commission meeting to consider draft rules
- July 1, 2018**
 Rules go into effect, pending OTC action

STIF program areas in rulemaking:

Formula Fund

Ninety percent (90%) of the STIF will be distributed to Qualified Entities based on taxes paid within their geographic area, with a minimum amount of \$100,000 per year to each Qualified Entity.

Discretionary Fund

Five percent (5%) of the STIF will be awarded to eligible public transportation service providers based on a competitive grant process.

Intercommunity Discretionary Fund

Four percent (4%) of the STIF will be used to improve public transportation between two or more communities based on a competitive grant process.



Key elements of draft Formula Fund rules

These rules establish (Chapter 732, Division 40) the procedures and requirements for the administration of the STIF Formula, Discretionary and Intercommunity Discretionary fund rules to improve public transportation service in Oregon. The content of Division 40 pertains to all three funds.

Purpose and use of funds

STIF resources may be used for public transportation purposes that support the effective planning, deployment, operation, and administration of STIF-funded public transportation programs. These uses include, but are not limited to, creating new transit systems and services, maintaining or continuing systems and services, creating plans to improve service, and to meet match requirements for state or federal funds used to provide public transportation services. In 2018, the Oregon Legislature clarified that these funds also may be used for light rail operations expenses.

Advisory Committees

Advisory Committees are required to assist Qualified Entities in carrying out the purposes of the STIF including advising on the projects to be funded by STIF moneys. Qualified Entities are defined in the draft rule as a county in which no part of a mass transit district or transportation district exists, a mass transit district, a transportation district or an Indian Tribe. A Qualified Entity may use an existing advisory committee, combine committees, or join with another

Qualified Entity to may appoint a joint advisory committee as long as the committee meets the STIF requirements established in rule. Each advisory committee must include diverse interests, perspectives, geography and reflect the population demographics of the area. Members will need to be knowledgeable about the public transportation needs of residents or employees in the area.

Additional general rule content

The general rules include requirements pertaining to audits and compliance review, accounting, reporting, Qualified Entity management and joint management of STIF moneys, circumstances under which ODOT may withhold payment, and appeal procedures.

Key elements of draft Formula Fund rules

Purpose

These rules (Chapter 732, Division 42) establish procedures and requirements necessary for the administration of the STIF Formula Fund.

Formula Fund calculation and disbursement

This draft describes the process, schedule, and requirements for ODOT to estimate the STIF Formula Fund disbursements to Qualified Entities, Qualified Entity calculation of sub-allocation estimates, ODOT distribution of Formula Funds, and related requirements.

Formula funding application process

Public Transportation Service Providers may apply for formula funds through Qualified Entities.

Two or more Qualified Entities may jointly manage STIF moneys dispersed to them if they enter into a written agreement described in the rule. A map of Qualified Entities is available on the STIF website. Qualified Entities will distribute funds to subrecipients as described in the draft rule.

Public Transportation Service Providers are defined as a Qualified Entity or a city, county, special district, intergovernmental

entity or any other political subdivision or municipal or public corporation that provides public transportation services.

STIF Plan contents

STIF Plans will be used as the application for formula funds. They must be written to span at least one biennium and up to two biennia, subject to OTC approval. A STIF Plan must address the transportation needs of people residing in or traveling into and out of the Qualified Entity's

area of responsibility. It must include descriptions of proposed projects, summary of planned and previous STIF Formula Fund expenditures, anticipated benefits, Advisory Committee information, accountability methods, as well as other requirements.

Advisory Committee review of proposed Formula Fund projects

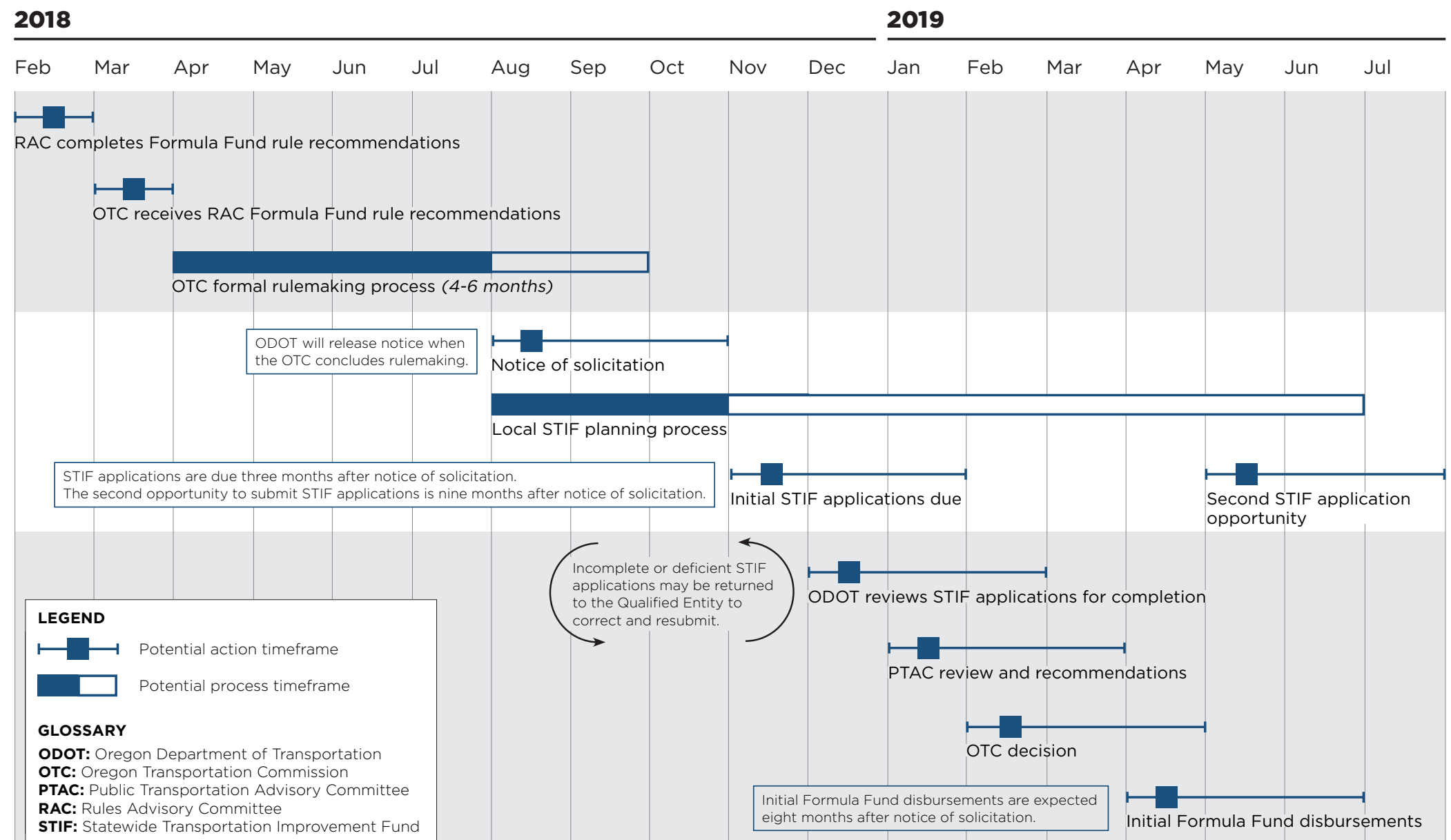
Advisory Committees are required to review Public Transportation Service Providers'

proposed projects and make a funding recommendation to the Qualified Entity's governing body based on the criteria established by this rule. Advisory Committees are required to hold public meetings and conduct themselves consistent with bylaws established by the governing body.

Decision-making for Formula Funds

The Advisory Committee of a Qualified Entity will make a

FORMULA FUND INITIAL IMPLEMENTATION SCHEDULE



STIF Plan Process

- ODOT provides Formula Fund allocation estimates to QEs
- QEs work with PTSPs to develop sub-allocation method
- QEs form Advisory Committees

START

Public Transportation Service Providers

PTSPs request STIF Formula Funds through their QE. Requests are based on Local Plans.

The QE may ask PTSPs to amend their requests to comply with STIF Plan requirements.

Governing Body of Qualified Entity

The Governing Body of the QE approves the STIF Plan to be submitted to ODOT. The Governing Body may modify the STIF Plan.

Qualified Entity

The QE prepares the STIF Plan to be submitted to ODOT.

Advisory Committee

An Advisory Committee provides feedback to the QE on prioritization of projects in the STIF Plan.

ODOT makes STIF Plan assistance available to QEs prior to submittal.

The QE submits the STIF Plan to ODOT.

Incomplete or deficient STIF Plans may be returned to the QE to correct and resubmit.

ODOT Staff

ODOT Staff reviews the STIF Plan for completeness.

Public Transportation Advisory Committee

PTAC recommends OTC approve or reject the STIF Plan.

Oregon Transportation Commission

OTC accepts or rejects PTAC's recommendation.

FINISH

- ODOT disburses quarterly payments to QEs
- QEs provide quarterly reports to ODOT

Overview:

After hearing concerns from some Mayors about the effectiveness of the Clackamas County Coordinating Committee (C4), the County offered to provide C4 structure alternatives for discussion at the May 3, 2018 Mayors/Chair/Managers meeting. It should be noted that this is not a change recommended by the County, but the County is interested in making sure our city partners find value in their participation in C4.

Perceived Issues:

- Membership is too large, sometimes difficult to reach a quorum
- All Mayors do not consistently attend C4 meetings
- C4 members do not report back to or seek input from their jurisdictions
- Urban/Rural makeup creates challenges among members when deciding on specifically urban or rural issues
- Special District or community members make decisions on projects outside of their authority or jurisdiction boundaries

Alternatives:

1. Remain as-is:

C4's makeup is a strong reflection of every city, county, community and Special District in the county. The obvious districts that are missing are law enforcement and school districts.

- Pros: C4 is uniquely built to have all areas of the county represented by the variety of jurisdictions, districts, and communities.
- Cons: Addresses no perceived issues. Tension still remains. Cities likely to disengage with C4.

2. Remain as-is, but update quorum issues:

C4's 24 member voting structure is complicated by the fact that some members traditionally do not attend (Tualatin and Rivergrove) or have vacant positions (Barlow, Johnson City, Portland, Villages). Quorum could be redefined to be active voting members attending the meeting. Vacant positions would remain C4 members but not count towards the quorum requirement.

- Pros: Communities/jurisdictions still feel included.
- Cons: Group remains large. Could foster a "come-and-go" attitude of members.

3. Washington County Model:

Washington County's coordinating committee is made up of one county commissioner and a representative from each city, usually the Mayor.

Washington County's coordinating committee was created with a very specific purpose: allocation of MSTIP funds collected by the county for transportation projects. It has since evolved as a forum for other regional topics, but predominately focuses on transportation issues only.

- Pros: Group would be smaller, discussions tighter and relevant to jurisdiction decisions. The difference between C4 and C4 Metro Subcommittee would be 4 members (the rural cities) and meetings could be either consolidated into one meeting or kept separate for urban/rural specific needs.
- Cons: Still does not resolve the urban/rural divide issue, but that may vanish if just cities are involved. The Special District and community seats would feel disenfranchised and left out of important decisions making.

4. Ex-Officio Model:

C4 already has 5 Ex-Officio positions. If the goal is for C4 members to be elected officials of cities and the county, the Special District and community seats could all become Ex-Officio members, who may participate in discussions but would not have a vote.

- Pros: Decisions would be made by the jurisdictions most impacted (cities and the county) and all would still have a voice in the discussions.
- Cons: While the decision making group would be smaller, the discussion group would be the same size. Meetings could still be polarizing. Special District representatives are also elected and would feel disenfranchised.

5. Reduction in Special District and Community Seats:

A modest change could be made so that 1 voting seat at C4 represents all Clackamas communities (hamlets, villages, and CPOs) and 1 voting seat represents all Special Districts (fire, water, sewer).

- Pros: Would be responsive to perceived issues without totally eliminating the Special District and community seats.
- Cons: Would not entirely address all perceived issues. Special District and community seats would lose representation.

6. Dissolve C4:

The perceived issues at C4 are communicated, usually, as hindrances by the bylaws, infrastructure of the membership, and historical need. A complete dissolution of the program could eliminate all problems, but leaves the gap of still needing to have a coordinating committee for funding recommendations and regional policy positioning. A dissolution would need to be followed up with a summit between the cities and county to redesign the future of the coordinating committee, draft new bylaws and mission.

- Pros: A summit would put everything on the table regarding perceived issues, thus ensuring those issues are addressed. Could allow Clackamas jurisdictions a unique opportunity to “reset” and create a new structure that better serves all jurisdictions.
- Cons: Special Districts and community members will be left out. The timing is poor for this action in advance of the anticipated regional bond measures for housing and transportation.

Recommendation:

Staff recommends a fuller conversation at C4 itself about these options. Cities have the majority vote at C4 and, if aligned, could make the structural changes the Mayors desired.