

# CLACKAMAS COUNTY BOARD OF COUNTY COMMISSIONERS

## Policy Session Worksheet

**Presentation Date:** 3/26/19 **Approx. Start Time:** 1:30 pm **Approx. Length:** 30 minutes

**Presentation Title:** New Community Advisory Committee on Road Spending

**Department:** Transportation & Development

**Presenters:** Dan Johnson, Director; Mike Bezner, Assistant Director for Transportation

**Other Invitees:** Stephen Madkour, County Counsel; Tim Heider, Interim Director, Public & Government Affairs; Katie Wilson, Community Outreach, Public & Government Affairs; Ellen Rogalin, Community Relations Specialist

### WHAT ACTION ARE YOU REQUESTING FROM THE BOARD?

Direction to proceed with establishment of a new county Advisory Board or Commission (ABC) to advise the Department of Transportation & Development and the Board of Commissioners on spending priorities for revenue from the new county-wide vehicle registration fee.

### EXECUTIVE SUMMARY

On February 21, the Board of Commissioners approved Clackamas County's first-ever ongoing local transportation funding source – a countywide vehicle registration fee (VRF) of \$30 per vehicle per year. The fee is projected to provide revenue of approximately \$11 million per year, with 40% going to the cities (based on population), 50% going to the county and 10% being directed to a strategic investment fund for joint county-city projects.

The approximately \$5.5 million annually of new road fund revenue for the county will be used exclusively for road projects in the three categories of need that have been most requested by our business community and residents:

- Safety improvements (\$500,000),
- Local road maintenance (\$1 million) and
- Congestion relief projects (\$3.5-4 million).

We strongly believe that our residents and business people – who are the ones paying the fee – should be involved in recommending what projects are funded with this additional revenue, and in what order. We currently have 38 congestion relief projects prioritized in our Transportation System Plan, which was created with extensive public input. However, that plan is now five years old and it is appropriate to touch base with our communities to see if those are still the most needed projects and which one(s) should be constructed first.

We therefore propose the creation of a new ABC – tentatively named the Community-Funded Roads Advisory Committee (CFRAC – “see-frack”) – to work with staff to do the following:

- Develop criteria to analyze potential capital congestion relief projects to be funded with countywide VRF revenue.
- Apply that criteria to the 38 high priority congestion relief projects in the County's Transportation System Plan (TSP) and to any additional top priority congestion relief projects that result from community input in order to identify and prioritize the congestion relief projects to be funded with VRF revenue.
- Based on the evaluation, recommend the order in which capital projects should be constructed.
- Review the project list annually and report progress to the Board of Commissioners.

Attached you will find a draft overview of the proposed committee, including background, charge, membership, staff support, terms of members, meeting schedule, governance structure, quorum and conduct, and public involvement.

**FINANCIAL IMPLICATIONS (current year and ongoing):**

Is this item in your current budget?  YES

NO

What is the cost? **Minimal**

What is the funding source? **Road Fund**

**STRATEGIC PLAN ALIGNMENT:**

- **How does this item align with your Department's Strategic Business Plan goals?**
  - Travelers on Clackamas County roads will experience safe roads in good condition
  - Department of Transportation and Development customers will experience improved results and be able to make decisions as a consequence of having timely and relevant information
  
- **How does this item align with the County's Performance Clackamas goals?**
  - Build a strong infrastructure
  - Ensure safe, healthy and secure communities

**LEGAL/POLICY REQUIREMENTS:**

County Counsel has reviewed the committee overview and will work with staff to draft bylaws.

**PUBLIC/GOVERNMENTAL PARTICIPATION:**

The idea of the committee was originally suggested by a member of the public and already several people have expressed their interest in serving on such a committee. Once approved, the committee will be advertised and members will be recruited through Public & Government Affairs, which oversees the operations of all county ABCs.

**OPTIONS:**

1. Direct the staff to move forward on creation of the new advisory committee and return to the Board of Commissioners with a recommended slate of members.
2. Direct the staff not to move forward on creation of the new advisory committee.
3. Direct the staff to make changes and/or gather additional information and return to the Board of Commissioners for further direction.

**RECOMMENDATION:**

Staff respectfully recommends that the Board of Commissioners direct staff to move forward on creation of the new advisory committee and return to the Board of Commissioners with a recommended slate of members.

**ATTACHMENTS:**

Overview of *Community-Funded Roads Advisory Committee (CFRAC)*, Draft 3/18/19

**SUBMITTED BY:**

Division Director/Head Approval \_\_\_\_\_

Department Director/Head Approval \_\_\_\_\_

County Administrator Approval \_\_\_\_\_

**For information on this issue or copies of attachments, please contact Mike Bezner @ 503-742-4651**



## Overview of *Community-Funded Roads Advisory Committee (CFRAC)*

DRAFT 3/18/19

*A new, permanent committee of community members and stakeholders:*

- **based in** the Department of Transportation & Development,
- **servicing in** an advisory capacity to DTD and the Board of County Commissioners
- **focused on** capital construction, congestion relief projects in unincorporated Clackamas County that are funded through revenue from the countywide vehicle registration fee

### BACKGROUND

In February 2019, the Board of County Commissioners approved an ordinance establishing a countywide vehicle registration fee (VRF) of \$30/vehicle/year. The VRF revenue will be distributed as follows:

- 10% allocated to a strategic investment fund (SIF) to be used by cities in the county and the county for projects of mutual benefit
- 40% allocated to cities in the county, based on population
- 50% allocated to the county
  - Approximately \$500,000 per year for safety improvement projects (to be selected with the assistance of the Traffic Safety Commission [TSC])
  - Approximately \$1 million per year for local road maintenance (to be selected by staff based on data from the Pavement Management System [PMS])
  - Approximately \$3.5-4 million per year for capital projects in unincorporated Clackamas County to relieve congestion

### CHARGE

The CFRAC will serve in an advisory capacity to the Department of Transportation & Development and the Board of County Commissioners. The committee will be charged with working with staff to:

- Develop criteria to analyze potential capital congestion relief projects to be funded with countywide VRF revenue.
- Apply that criteria to the 38 high priority congestion relief projects in the County's Transportation System Plan (TSP) and to any additional top priority congestion relief projects that result from community input in order to identify and prioritize the congestion relief projects to be funded with VRF revenue.
- Based on the evaluation, recommend the order in which capital projects should be constructed.
- Review the project list annually and report progress to the Board of Commissioners.

### MEMBERSHIP (15 total, with a preference for representation from unincorporated areas)

- 8 based on geography (1 for each area with proposed capital projects)
- 4 representing the business community throughout unincorporated Clackamas County
- 1 representing people with disabilities
- 1 representing equity
- 1 Traffic Safety Commission representative

## **STAFF SUPPORT**

- Assistant Director of Transportation (lead) – Mike Bezner
- Transportation Planning Manager – Karen Buehrig
- Capital Projects Manager – Joel Howie or assigned
- Transportation Maintenance Manager – Randy Harmon
- Community Relations Specialist – Ellen Rogalin

## **TERMS OF MEMBERS**

The term of membership shall be three years. To work towards a rotating membership, initial terms of the first 15 members will be staggered as follows. However, all members will have the option to re-apply for a subsequent three-year term.

- 5 with 3-year terms
- 5 with 2-year terms
- 5 with 1-year terms

## **MEETING SCHEDULE**

Once the program is created, the committee shall meet no more than once a quarter and no less than 2 times a year. It is anticipated that the committee will meet more frequently as the program is initially created.

## **GOVERNANCE STRUCTURE**

The elected officers of the committee shall consist of a Chair and a Vice-Chair. Officers shall serve for a term of one year. Officers shall be elected by a majority vote of committee members.

The Chair and the Assistant Director of Transportation shall jointly establish the agenda for committee meetings. The Chair shall preside over meetings. The Vice-Chair shall preside in the absence of the Chair.

The committee advises the Board, the Assistant Director of Transportation, and DTD staff, and has no formal delegated power of authority to represent Clackamas County or commit to the expenditure of any funds. The committee may identify members to present recommendations to the Board, other governing bodies and/or other community groups as needed.

## **QUORUM AND CONDUCT**

A quorum shall consist of a majority of voting members.

All committee meetings shall be conducted in accordance with Oregon Public Meetings Law. Committee members will work cooperatively and collaboratively with each other and staff. The committee will endeavor to reach consensus on all decisions and recommendations.

## **PUBLIC INVOLVEMENT**

- Meeting agendas and materials shall be sent to members and available to the public at least one week before the meeting.
- The agenda of each committee meeting shall include time for public comment.