



MEMORANDUM

DATE: June 26, 2014

TO: Columbia County TSP Project Management Team

FROM: John Bosket, DKS Associates
Garth Appanaitis, DKS Associates

SUBJECT: Columbia County Transportation System Plan Update
 Technical Memorandum #1: Public and Stakeholder Involvement Strategy P11086-022

Columbia County has recognized that citizen involvement is necessary in making wise and legitimate decisions through its Comprehensive Plan. The following strategy provides specific actions for engaging citizens and stakeholders in the Transportation System Plan (TSP) update process.

The county will involve the public and stakeholders primarily through a series of stakeholder interviews, committee meetings, public open houses, and work sessions with elected officials, in addition to the distribution of project information through a variety of media, including a project website. The following describes each of these outreach mechanisms and a milestone schedule showing the public process is attached.

Transportation Road Advisory Committee

Columbia County’s existing Transportation Road Advisory Committee (TRAC) will be asked to inform and guide the TSP update. Their primary function in this process will be to review drafts and provide comments on technical and regulatory memoranda/reports, as well as provide recommendations for the TSP. This committee maintains representation from a variety of public agency and private interests in the county. Committee members are listed in Table 1.

The TRAC is currently scoped to meet six times throughout the plan development process. The first meeting will provide a project orientation and begin the discussion of the goals and objectives that best describe how the transportation system should be developed and managed in Columbia County. The second meeting will be a review and discussion of existing and future transportation conditions. The third meeting will discuss how transportation solutions will be identified, how much funding the county is expected to have, and updated standards to manage the transportation system. In the

Name	Affiliation
Jeff Burch	Vernonia Public Work
Jeff Flatt	Mid Columbia Bus Company, Inc.
Nita Greene	Land Owner
Mike Greisen	Scappoose Rural Fire District
Jim Jackson	Wildish Standard Paving Co.
Pat LaPointe	Onward Communications
Rosemary Lohrke	Land Owner
Rodney Moore	M.E. Moore Construction
Eric Oien	Teevin Bros.
Don Rose	West Oregon Electric Company
Paul Simmons	Clatskanie Bus Services

fourth meeting, the TRAC will review and discuss potential transportation solutions. The fifth meeting will be a review of recommended projects and programs with projected planning-level cost estimates for each. The final meeting will be a review of recommended modifications to existing ordinances and a draft TSP, prior to beginning the public hearings process.

TRAC meetings will be open to the general public, but general public comments will be allowed only during designated periods at the end of the meetings.

Stakeholder Interviews

At the outset of the project, up to 10 key community stakeholders will be interviewed to inquire about interests in transportation within the county and the surrounding region. This input will be used to direct the development of recommended improvements, establish priorities, and evaluate plan outcomes.

Public Open House Meetings

Two public open house meeting series' will be held during the project. For each series, an open house will be held in the north half of the county and another one in the south half of the county, for a total of four meetings. The first meeting series will introduce the TSP project, obtain input regarding existing and future transportation needs and interests, as well as key areas of interest for inclusion in the goals and objectives. The second meeting series will again provide an overview of the project and obtain input on potential solutions to address transportation needs.

Advertisement of public open houses will be made through the project website, the County's website, and media notices in local newspapers. The county may supplement advertising through local radio stations and posters/flyers displayed in public areas or at other community events.

Board of Commissioners Work Sessions

The County Board of Commissioners will be directly engaged in the TSP update process through two work sessions held at key milestones that precede the public open houses.

Engaging Seniors, Non-English Speakers, and Low Income Populations

As part of the outreach to engage citizens and stakeholders in the TSP update process, efforts will be made to involve minority and low-income groups within the county.

Estimates based on the 2010 census show that approximately 90% of the population of Columbia County is Caucasian, with people of Hispanic or Latino origin making up the next largest race at less than 5%. Compared to the statewide average, Columbia County has a greater percentage of Caucasians and lower percentages of every other race identified. The county also has a slightly lower percentage compared to the statewide average that are living below the poverty level and approximately the same percentage of residents over the age of 65.

With only the English language being spoken in more than 95% of Columbia County homes, project documentation will be written in English. However, translation services will be made available upon request.



The county will also post project advertisements in locations where representatives or members of Native American tribes in the region, such as the Confederated Tribes of the Grand Ronde, Confederated Tribes of Siletz Indians, Confederated Tribes of Warm Springs, Clatsop-Nehalem Confederated Tribes, and the Chinook Indian Nation are likely to see them.

To assist those that cannot drive, public meetings will be at locations accessible via transit when feasible. The county will provide downloadable materials on the project website. Hard copies of project documents will be available upon request for those without internet access.

To help engage senior citizens, the county will post project advertisements in locations where seniors will be likely to see them. Such locations may include drugstores, grocery stores, and retirement and assisted living communities.

Distribution and Review of Work Products

The county will distribute project work products to TRAC members, work products will also be available on the project website for access by the general public. The project website will provide information on the schedule of events, and will provide access to relevant draft and final deliverables. TRAC members will be able to comment directly through regular committee meetings. The general public will be able to comment during the public comment period at the end of TRAC meetings, at open house meetings, and through the project website. The project website will facilitate public input by including a comment mapping feature and online surveys. The project team will review comments input through the website and include them as part of the project record of public comments.