

Metro | Agenda

Meeting: **RTO SUBCOMMITTEE OF TPAC ****
Date: **Wednesday, November 9, 2011**
Time: **3:00 p.m. – 5:00 p.m.**
Place: **Room 270, Metro Regional Center, 600 NE Grand Avenue, Portland**

To join the meeting by phone, please contact Pamela Blackhorse in advance of the meeting at Pamela.Blackhorse@oregonmetro.gov or 503-797-1757. Pamela will call you from the meeting room to link you to the phone conference. Conference calls are limited to three people.

- 3:00 p.m. Call to order/declaration of a quorum/introductions
- 3:05 p.m. Meeting summary from July & September 2011 Meetings
[APPROVAL REQUESTED]* – Dan Kaempff, Metro
- 3:05 p.m. Citizen Communications
- 3:10 p.m. RTO Strategic Plan Draft Recommendations & Discussion
[INFORMATIONAL]* – Ross Peterson, Nelson Nygaard

Based on input gathered from the stakeholder groups and other sources listed below, Nelson Nygaard has prepared draft goals and recommendations for the RTO 2012-2017 Strategic Plan. The following is an outline of the presentation.

Strategic Plan Process

The strategic plan process included input from the following:

- Stakeholder interviews
- Think Tank meeting
- Biennial performance evaluation
- Feedback from RTO staff and subcommittee
- Landscape scan

Key Issues to be Addressed in this Presentation

- Part I - Mission & Desired Outcomes
- Part II - Evaluation Process
- Part III - Roles & Functions of Metro and its Regional Partners
- Part IV - Funding Prioritization

Draft Mission & Goals

The proposed mission for the 2012-2017 RTO Strategic Plan update is as follows:

“Make the Portland Metro Region a great place by working with local and regional partners to promote travel options that increase active transportation, are environmentally sustainable, and support economically vibrant communities.”

Recommended goals for the 2012-2017 RTO Strategic Plan update are as follows:

- **Goal 1:** Align the RTO program with regional growth management and livability objectives
- **Goal 2:** Be a leader in developing local, regional, and national policies that promote walking, biking, transit and high-occupancy vehicle travel
- **Goal 3:** Support local partners to engage with employers and commuters to increase the use of travel options for commute trips
- **Goal 4:** Develop tools to support consideration of travel choices and the increased use of travel options for all trips

5:00 p.m. Adjourn

* Meeting materials will be available electronically prior to the meeting.

** Inclement weather reminder: in case of inclement weather, the Metro Regional Center may have a late opening or building closure. For information about meeting cancellations due to building closure or late opening, please access www.pdxinfo.net.

 **Metro** | Meeting Summary

RTO Subcommittee or TPAC

Wednesday, July 13, 2011

3 to 5 p.m.

Metro Regional Center, Room 270

Committee Members Present:

Dan Kaempff - Chair	Metro
Sarah Angell	TMA Representative
Adriana Britton	TriMet
Karen Buehrig	Clackamas County
Sandra Doubleday	City of Gresham
Susan Drake	Department of Environmental Quality
Adrian Esteban	Community Representative
Derek Hofbauer	Community Representative
Steve Hoyt-McBeth	Portland Bureau of Transportation
Jen Massa	City of Wilsonville SMART
Len Smith	Oregon Department of Energy
Alison Wiley	Oregon Department of Transportation
Aisha Willits	Washington County

Committee Members Excused:

Jennifer Campos	City of Vancouver
Lori Mastrantonio-Meuser	Clackamas County

Metro Staff:

Mary Ann Aschenbrenner	Metro
Pamela Blackhorse	Metro
Ted Leybold	Metro
Deena Platman	Metro
Caleb Winter	Metro

Guests:

Gail Curtis	Oregon Department of Transportation, Region One
Jeff Edinger	CRCTMA
Ross Peterson	Nelson Nygaard
Lindsay Walker	Lloyd TMA
Sara Wright	GRCTMA

I. CALL TO ORDER

Chair Kaempff called the meeting to order and declared a quorum at 3:01 p.m.

II. MEETING SUMMARY FOR MAY 2011

Chair Kaempff asked if there were any changes for the May 11, 2011 meeting summary. As there were none, he asked for a motion to approve the meeting summary.

Action Taken: Ms. Doubleday motioned to approve the summary. Mr. Hofbauer seconded the motion. The May 11, 2011 RTO meeting summary was approved unanimously.

III. CITIZEN COMMUNICATION

There were none.

IV. RTO FOCUS GROUP PRESENTATION

Mr. Winter introduced Rebecca Ball from Davis, Hibbitts and Midghall. Ms. Ball provided a presentation on the RTO Focus Group. She discussed their methodology, for two groups, ages 18 to 39 and 40 to 54. Characteristics necessary for focus group attendees included: use of transit one to three times a week, biking or walking at least once a month, employed 20 hours or more a week or be a full-time student and not be employed by a transportation agency.

Ms. Ball pointed out that people were likely to use transit in order to avoid driving and if they had accessibility to transit and felt safe using it. Additionally, she stated that costs savings, necessity and convenience were the primary reasons for using public transit, and that they considered biking and walking healthy and fun. Ms. Ball also pointed out that the groups were divided concerning information sources that covered trip planning using smart phone applications versus maps. The older group remaining somewhat hesitant about using digital applications and the younger group was more likely to utilize digital networking while in transit.

Further, she stated that both groups expressed frustration with the TriMet trip planner, stating that it did not give real time information. However, both groups felt that electronic boards were helpful and liked the idea of having computers at high-use transit stops. Virtual spaces were also considered ideal for information gathering.

Further, Ms. Ball pointed out that barriers to transit use were cost, the necessity of a having a vehicle, inconvenience or stress in using transit, and not having convenient transit stops nearby. Finally, she pointed out that the group felt that increased transit usage would require cost reductions, better accommodations for older riders, improved infrastructure and increased education and community support.

The Subcommittee asked how large the overall focus group was and how both groups were chosen. They asked Ms. Ball to elaborate about the older group's reservations to using smart phones and questioned if the annual pass for the guaranteed ride home for emergencies was discussed in the focus group. Finally, they stated that transit maps were usually free and stressed the need for access to corridors with safe bike routes.

Ms. Ball pointed out that they identified a demographic profile of people and utilized it to build the focus group. She mentioned that very few people in the group had made a connection on how the young generation would view and utilize transit in the future and that the older generation may continue to remain reserved about smart phone use and transit apps. Further, she stated that Google maps were a good way to find information on different modes transportation and safe biking routes.

Chair Kaempff reminded the Subcommittee that TriMet's Open Source Trip Planner, to be released in 2012, would also be a good source for safe routes.

Additionally, Chair Kaempff asked about the use of flex cars and car sharing. Ms. Ball stated that the group focused on getting away from car use all together. Finally, Mr. Winter stated that the presentation and focus group notes would be made available soon and Mr. Hofbauer provided a short excerpt from recorded focus group.

V. GRESHAM/CLACKAMAS TMA WORK PLANS

Mr. Winter gave a brief overview on staff grant funding recommendations for Clackamas and Gresham Transportation Management Associations (TMAs). During the May meeting, the Subcommittee did not approve funding for either TMA, but gave both organizations additional time to refine their work plans and resubmit them during the July Subcommittee meeting.

Clackamas

Mr. Winter introduced Ms. Parks, Vice President of Community Affairs for the Clackamas Chamber of Commerce. Ms. Parks stated that they would eliminate the Clackamas TMA from their budget for the time being, but revisit it again at a future date. She stressed that Ms. Burns had done a tremendous amount of work for the TMA, but unfortunately they were unable to reach the vehicle mile reduction benchmarks required for TMA funding. She stated that they would continue to look for other opportunities for grants for alternative forms of transportation in their area.

The Subcommittee acknowledged the TMA's accomplishments, but pointed out that the concept of a successful TMA hinged on business investment and understanding of TMA needs. Ms. Parks stated that Clackamas Regional Center would continue to work together with local businesses to define transportation needs and solutions.

Chair Kaempff recognized the TMA for their efforts and stated that staff recognized that there would be a gap in the Clackamas region in terms of public outreach, and that this would be considered in the RTO Strategic Plan update process. Ms. Parks stated that Clackamas would continue to support Metro in its travel options efforts.

Gresham

Mr. Winter introduced Mr. Edinger and Ms. Wright of Gresham Regional Center (GRC) TMA. Mr. Edinger stated that they had reworked their goals for reducing vehicle miles reduced (VMR) and reminded the Subcommittee that their original target for reduction had been based on the current economic environment. He stated that businesses within that target area did not have the resources to work with the TMA.

Mr. Edinger said that the TMA had met with TriMet, Metro and City of Gresham and identified additional businesses in strategic areas of Gresham. He pointed out that the San Rafael area was accessible for biking and walking and included businesses such as Boeing, Microchip and Mt. Hood Community College (MHCC). MHCC has a student base of 9,500 with 3,000 employees. This is in addition to the 5,000 already on the targeted employee list and would increase VMR significantly.

Mr. Edinger thanked the Subcommittee for the additional time in which to review and rework their plan. He is asking for performance-based and booster grant funding in the amount of \$52,865.

The Subcommittee commended Mr. Edinger on his efforts to reach the necessary goals for funding and asked where their local match funds would come from. Mr. Edinger replied that matching funds in the amount of \$30,726 would come from local businesses, thanks to the expanded TMA boundary.

Action taken: Mr. Winter asked if there were a motion to approve performance-based and booster grant for GRCTMA in the amount of \$52,865. Mr. Hoyt-McBeth motioned to approve funding. Ms. Wiley seconded the motion. The Subcommittee unanimously approved funding for the GRCTMA work plan for fiscal year 2012.

VI. RTO STRATEGIC PLAN UPDATE

Dan Kaempff introduced Mr. Peterson with Nelson Nygaard to talk about the process for the revision of the RTO Strategic Plan. He stated that staff are advancing the time line to realign with the Regional Transportation Plan (RTP) and Climate Smart Communities. However, funding for RTO will remain flat for the time being. Chair Kaempff suggested that staff should respond to this dynamic and explore other sources of funding.

Chair Kaempff asked the Subcommittee to consider what the program goals, objectives and strategies should be for the future. He suggested they consider health related issues, commuting and new partners. Additionally, he asked them to be visionary and consider whether or not RTO met these dynamics and what the future roles and responsibilities would be for Metro and their partners.

In addition, Mr. Winter stated that they would look at the public and private partnership with TMAs, define policies and consider levels of support not reflected in the current plan that are important for a successful TMA. Further, he pointed out that a rapid timeline was necessary and passed out a draft informational timeline and proposed project schedule for the RTO Planning and Policy Study.

Mr. Peterson stated that there would be some changes to the original proposal, pointing out that the Scope of Work concepts were currently very fluid.

Ms. Platman reminded Mr. Peterson that staff were also looking for the connection between transportation demand management (TDM) and transportation systems management (TSM). Finally, Mr. Peterson stated that they would review information and begin discussions on the aging population and persons with disabilities. Their goal is to complete the process by early November, 2011.

The Subcommittee asked Mr. Peterson how they envisioned the think tank event and suggested including the Portland Business Alliance and TriMet to get them thinking about health and alternative transportation modes. Further, they suggested looking at Oregon Department of Transportation (ODOT) active transportation program and requested that Metro staff roles be evaluated as well. Additionally, they suggested evaluating the TMA funding structure and public and private partnerships

Further, they stated that the ECO rule and survey be revisited at the state level and suggested building small capital projects in lieu of supporting existing projects. The Subcommittee also requested that the term "visionary" remain in the plan language, as it encompassed the idea of doing more with less and provided a positive impact for the region. Finally, they suggested reaching out to businesses within areas of the region that were underutilized.

In closing, Mr. Winter asked the Subcommittee to consider RTO as a resource for businesses and to think about other businesses, cities or committees that may be important to the discussion. Finally, he stated that the timeline they were using for evaluation was January 2009 to June 2011. Chair Kaempff advised that staff would send updates to the Subcommittee as the timeline progresses.

VII. ADJOURN

There being no further business, Chair Kaempff adjourned the meeting at 5:03 p.m.

Meeting packet materials:

Document Type	Date	Description	Document Nbr.
Agenda	071311	Agenda, July 13, 2011	071311-rto01
Summary	051111	Meeting summary, May 11, 2011	071311-rto02
Document	071311	Memo: Staff recommendation for grant to GRCTMA	071311-rto03
Document	071311	Planning and Policy Study proposed project schedule	071311-rto04

Meeting summary respectfully submitted by,

Pamela Blackhorse

July 13, 2011

DRAFT



RTO Subcommittee or TPAC

Wednesday, September 14, 2011

3 to 5 p.m.

Metro Regional Center, Room 270

Subcommittee Members Present:

Dan Kaempff - Chair	Metro
Sarah Angell	TMA Representative
Adriana Britton	TriMet
Jennifer Campos	City of Vancouver
Sandra Doubleday	City of Gresham
Susan Drake	Department of Environmental Quality
Adrian Esteban	Community Representative
Derek Hofbauer	Community Representative
Christine Heycke (alternate)	City of Wilsonville SMART
Lori Mastrantonio-Meuser	Clackamas County
Alison Wiley	Oregon Department of Transportation

Subcommittee Members Excused:

Dan Bower	Portland Bureau of Transportation
Susan Drake	DEQ
Adrian Esteban	Community Representative
Jen Massa	City of Wilsonville SMART
Len Smith	Oregon Department of Energy
Aisha Willits	Washington County

Metro Staff:

Mary Ann Aschenbrenner	Metro
Pamela Blackhorse	Metro
Katie Edlin	Metro
Caleb Winter	Metro

Guests:

Brie Becker	Nelson Nygaard
Tom Brennan	Nelson Nygaard
Heather McCarey	WTA TMA

I. CALL TO ORDER/DECLARATION OF A QUORUM/INTRODUCTIONS

Chair Dan Kaempff called the meeting to order at 3:04 p.m. and asked for introductions.

II. MEETING SUMMARY FROM JULY 13, 2011 MEETING

Chair Kaempff presented the July 13, 2011 meeting minutes and called for changes. Ms. Alison Wiley requested the words "less with more," be amended to "more with less". The subcommittee postponed approval of the minutes with that amendment until a quorum was present.

III. CITIZEN COMMUNICATIONS

There were none.

IV. REGIONAL TRAVEL OPTIONS (RTO) STRATEGIC PLAN THINK TANK PREPARATORY DISCUSSION

Mr. Brennan and Ms. Becker with Nelson Nygaard consulting firm provided an update on the RTO Strategic Plan. Through interviewing TMA directors, TriMet, SMART, Metro staff, representatives from the state, local universities and colleges, and business, as well as regional jurisdictions, they found that the region maintains consensus on regional TDM and human health. Some common themes gathered from those interviews included:

- The need to increase cost effectiveness of some TDM programs; and
- Increase reporting, including the financial and staff resources to accomplish this.

Interviews will be concluded in two weeks and the results of those interviews will be shared with the subcommittee.

Mr. Brennan and Ms. Becker suggested establishing a group of 15 representatives comprised of policy level staff, councilors, upper management staff in regional policy and others representing Portland State University and other jurisdictions. The ideal outcome for this effort would be increased support for Transportation Demand Management (TDM) programs.

Mr. Brennan and Ms. Becker asked the Subcommittee for suggestions on who they felt should be represented on the think tank subcommittee. Selected participants would provide input on the program at regional and policy level and need to understand how the region is impacted by it.

Mr. Brennan stated that he would report back to program implementers and discuss the basic features moving forward. The subcommittee if the think tank group could be comprised of both of high level officials and program implementers. Mr. Brennan agreed with the idea. The subcommittee also inquired about whether the meeting would be video recorded. Chair Kaempff agreed to look into the suggestion, but added that some participants may be inhibited by that arrangement.

The subcommittee inquired about next steps following think tank meeting. Mr. Brennan responded that they were working on a plan that would trend costs of fuel and transportation. In addition public/private partnerships would be included as one of the policy elements of that plan. He added that draft plan elements would be presented to the subcommittee at their November meeting.

V. OPEN TRIP PLANNER – PHASE ONE REPORT

Chair Kaempff introduced Ms. Bibiana McHugh, TriMet who distributed the OpenTripPlanner (OTP) Project Phase 1 final report. The report documents TriMet's and partner's efforts over the past two years

to create a new open source, multi-modal trip planner for TriMet and other agencies. The second phase of the project will include functionality for call-takers in TriMet's Customer Service Department.

Ms. McHugh directed the subcommittee's attention to Appendix D, stating that it would serve as a guideline and provide information to other agencies and cities. Ms. McHugh summarized each of the final report sections:

- **Section 1** – Provides background on the project and the events leading up to the grand award in July 2009.
- **Section 2** – Describes the project events over the two-year grant cycle and provides an overview of the open elements of the OpenTripPlanner.
- **Section 3**- Focuses on the data improvements to the underlying routable network in OpenStreetMap.
- **Section 4** – Provides information about the evaluation studies of the data, the OTP algorithm, and the weighting mechanisms.
- **Section 5** – Concludes the report outlining next steps in the subsequent grant proposal over the following two-years, and provides a vision for the future of OTP.

Ms. McHugh noted that additional funding would be made available for interns. She distributed a handout that outlined the upcoming improvements, such as money savings, innovation, multimodal and regional trip planning, worldwide development, open source, encourage sustainable transportation and reduction in travel time.

The Subcommittee discussed the trip planning system, asking whether it guided a rider to transit or bike and inquired about doing a sidewalk inventory. Ms. McHugh responded that the system provided information for the fastest trip using several trip modes. She stated that aerial photography helped define streets and sidewalks and pointed out that the map would indicate all amenities in the area. She added that during the second phase of the project the call center would also help address questions concerning safety, persons with disabilities and weather conditions. Additionally, Chair Kaempff suggested a document revision that would change "ride sharing" to "car sharing."

Ms. McHugh stated that OTP will provide the refined scope and documentation for the next phase of OTP on October 14, 2011. The public Beta release event will be on October 15, 2011 and will include an app contest in addition to the 32 apps they have currently. Additionally, there will be five new features and improvements for multi-modal transportation data, elevations and safety features.

Finally, the subcommittee asked whether Open Street Map (OSM) would continue maintain the maps. Ms. McHugh stated that they would and noted that TriMet would retain the interns for another year, with C-Tran and other agencies providing resources to keep someone full time after that.

VI. VÁMONOS! WASHINGTON COUNTY OUTREACH AND MAPPING PROGRAM –PROGRESS REPORT

Ms. Edlin provided information on Vámonos! Washington County outreach and mapping programs including:

- The bike there map is available on the Metro website.
- Metro is partnering with Kaiser to develop and launch a Walk There app.
- There will be a second photo shoot to obtain more urban, walking and carpool photos.
- Information for walking and biking will be available in both Spanish and English on the website.
- A steering subcommittee, named Contro Cultural, has been formed to help determine what products would be useful to the project in the areas of Hillsboro, Cornelius and Forest Grove.

Ms. Edlin added that an important component of the Vámonos project is to create and develop information for Hillsboro, Cornelius, and Forest Grove for walking and biking.

VII. PROGRAM UPDATES

- Chair Kaempff announced that the second round of Flexible Funding Allocation project opportunities with ODOT would be made available for travel options and TDM. He distributed information on the 28 Regional Flexible Fund Allocation projects, noting that public comments were welcome through October 13, 2011. He pointed out that applications were due on September 20, 2011 by 4p.m. and stated that if the group were to pursue a regional application, they should focus on a tangible project within the region, not necessarily a Metro project. He asked the subcommittee to contact him with their thoughts or suggestions for projects.
- Ms. Wiley stated that Drive Less Connect would have a media release in early October and that they had several thousand people registered. Chair Kaempff stated that had approximately 1400 registered so far and that an incentive campaign would begin in October.
- Ms. Britton provided handouts and announced their new campaign “What Makes This Place Great.” The campaign provides a website where individuals can tweet and submit stories online about their thoughts and experiences in and around the region. A fact sheet will be released at a later date.

VIII. ADJOURN

There being no further business, Chair Kaempff adjourned the meeting at 4:57 p.m.

Meeting packet materials:

Document Type	Date	Description	Document Nbr.
Agenda	091411	Agenda, September 14, 2011	091411-rto01
Summary	091411	Meeting Summary, July 13, 2011	091411-rto02
Insert	091411	What Makes This Place Great – TriMet	091411-rto03
Document	091411	Portland to Milwaukie Fact Sheet	091411-rto04
Report	091411	OpenTripPlanner Final Report	091411-rto05
Document	091411	OTP Open Source Information Sheet	091411-rto06

Meeting summary respectfully submitted by,

Pamela Blackhorse
September 14, 2011

DRAFT