



**RECORDS & INFORMATION MANAGEMENT (RIM) PROGRAM  
RECORDS LIST**

<b>RECORDS FORMAT:</b>	Hard Copy <input checked="" type="checkbox"/> _____	Electronic <input type="checkbox"/> _____	Other Media: _____
<b>PURPOSE:</b>	Records for On-Site Storage <input type="checkbox"/> _____	Records for Off-Site Storage <input checked="" type="checkbox"/> _____	Records for Destruction <input type="checkbox"/> _____

<b>DEPARTMENT:</b> Planning and Development	<b>PROGRAM:</b> Various Programs	<b>PREPARED BY:</b> Alecia Giombolini
<b>RECORD SERIES TITLE:</b> Metro Archives and Special Collections		
<b>RECORD SERIES NO:</b> 05.02.04		
<b>MINIMUM RETENTION:</b> Permanent		
<b>DATE RANGE/FROM:</b> 10/9/1981		
<b>DATE RANGE/TO:</b> 6/17/1999		

If you checked Records for Storage, complete the following information:

**METRO BOX NO:** PLANN0491

**ARCHIVE SYSTEMS BOX NO:** OREG133902

**BOX TITLE:** Foundational Work on Planning Projects - Correspondence and Reference Materials [2 of 3]

Complete the following section or attach an existing electronic list:

Folder No.	Description:	Comments:
	See attached spreadsheet for details	

Metro Records and Information Management (RIM) Program:  
Records Inventory

Box No.	Record Series	Box Title	Folder	Description/Contents	Document Date
PLANN0491	Metro Archives and Special Collections	Foundational Work on Metro Planning Projects	Folder 1	<b>Northwest Subarea - Transportation Study (File 1)</b> - - - Correspondence - - - Topics Discussed: Forest Park Neighborhood Association's concerns over increased traffic levels in the Northwest subarea; Citizen Advisory Committee (CAC) Membership; Meeting announcements and organization; News Release, Final Scope of Work, Final Background Report; Informational Meeting Report; Technical memo for analysis of project improvements on Cornelius Pass Road (3/28/1990 - 6/9/1992) - - - Supporting Documents - - - - Meeting Report: Northwest Subarea Study Technical; Advisory Committee (TAC) / Citizen Advisory Committee (CAC) (1/16/1991 - 4/23/1991) - Agenda / Packets: Northwest Subarea Transportation Study - Citizens Advisory Committee (CAC) (1/22/1991 - 5/28/1991) - Metro Council Resolution No. 91-1397 "For the Purpose of Establishing a Northwest Subarea Transportation Study Citizens Advisory Committee and Appointment of Members" (2/13/1991) - Document: DRAFT Northwest Subarea Transportation Study Scope of Work (1/14/1991) - Document: Northwest Subarea Transportation Study - Scope of Work (2/20/1991) - Document: Northwest Subarea Transportation Study - Scope of Work (3/4/1991) - Report: DRAFT - Northwest Subarea Transportation Study Background Report - Metro (1/14/1991) - Report: Northwest Subarea Transportation Study Background Report - Metro (2/20/1991)	3/28/1990 - 6/9/1992
PLANN0491	Metro Archives and Special Collections	Foundational Work on Metro Planning Projects	Folder 2	<b>Northwest Subarea - Transportation Study (File 2)</b> - - - Correspondence - - - Topics Discussed: Meeting Organization; Citizens Advisory Committee; Friends of Cedar Mill; NW 112th Avenue Project (6/11/1991 - 12/6/1991) - - - Supporting Documents - - - - Agenda/Packets: Northwest Subarea Transportation Study TAC (6/17/1991 - 12/17/1991) - Document: Forecast Year Condition (2010) Northwest Subarea Report - Table of Contents (10/9/1981) - Report: Northwest Subarea Transportation Study Forecast (2010) Conditions Report - First Draft)	10/9/1981 - 12/17/1991

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PLANN0491	Metro Archives and Special Collections	Foundational Work on Metro Planning Projects	Folder 3	<b>Northwest Subarea - Transportation Study (File 3) - [1 of 2]</b> - - - Correspondence - - - - Memo: To: Mike Hoglund, Tim Collins [Metro]; From: Jim Holy cross; Re: Review of NW Subarea 2010 Conditions Report Draft (12/27/1991) - Letter: To: Laura DiTripani; From: Mike Hoglund [Metro]; Subject: Hillside Neighborhood Association (1/10/1992) - Letter: To: Rich Ledbetter [Tri-Met]; From: Tim Collins [Metro]; Subject: Metro has requested Tri-Met to develop transit network alternatives (1/28/1992) - - - Supporting Documents - - - Agenda/Packets: Northwest Subarea Transportation Study TAC (1/22/1992 - 4/8/1992)	12/27/1991 - 4/8/1992
PLANN0491	Metro Archives and Special Collections	Foundational Work on Metro Planning Projects	Folder 4	<b>Northwest Subarea - Transportation Study (File 3) - [2 of 2]</b> - - - Supporting Documents - - - Agenda/Packets: Northwest Subarea Transportation Study TAC (4/23/1992 - 6/30/1992)	4/23/1992 - 6/30/1992
PLANN0491	Metro Archives and Special Collections	Foundational Work on Metro Planning Projects	Folder 5	<b>Northwest Subarea - Transportation Study (File 4) - [1 of 2]</b> - - - Correspondence - - - Letter: To: Eugene Lynch [Sylvan-Highlands Neighborhood Association]; From: Tim B. Collins [Metro]; Subject: Explanation of how study is calculating vehicle hours of delay (VHD) (9/24/1992) Memo: To: Northwest Subarea Study CAC; From: Tim Collins; Re: Cancellation of July 28 CAC Meeting (7/20/1992) - - - Attachment: Materials distributed at June 30, 1992 CAC meeting (7/20/1992) Topics Discussed: - - - Supporting Documents - - - Agendas/Packets: Northwest Subarea Transportation Study TAC/CAC (8/26/1992-10/27/1992)	7/20/1992 - 10/27/1992
PLANN0491	Metro Archives and Special Collections	Foundational Work on Metro Planning Projects	Folder 6	<b>Northwest Subarea - Transportation Study (File 4) - [2 of 2]</b> - - - Supporting Documents - - - Agendas/Packets: Northwest Subarea Transportation Study TAC/CAC (11/19/1992-12/1/1992)	11/19/1992 - 12/1/1992
PLANN0491	Metro Archives and Special Collections	Foundational Work on Metro Planning Projects	Folder 7	<b>Northwest Subarea - Transportation Study (File 5) - [1 of 2]</b> - - - Correspondence - - - Topics Discussed: Revision of NW Subarea Major Evaluation Criteria and Evaluation Measurements; Relative Value Points for each Major Evaluation Criteria; NW Subarea Meeting organization; 92-00715 PU Forest Heights, Condition Q (1/28/1992 - 6/9/1994) - - - Supporting Documents - - - Agendas/Packets: Northwest Subarea Transportation Study TAC/CAC (1/7/1993-3/11/1993)	1/28/1992 - 6/9/1994

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PLANN0491	Metro Archives and Special Collections	Foundational Work on Metro Planning Projects	Folder 8	<b>Northwest Subarea - Transportation Study (File 5) - [2 of 2]</b> - - - Supporting Documents - - - - Agendas/Packets: Northwest Subarea Transportation Study TAC/CAC (3/16/1993) - Report: Alternatives Development & Evaluation Methodology - Final Draft [Metro] (3/9/1993)	3/9/1993 - 3/16/1993
PLANN0491	Metro Archives and Special Collections	Foundational Work on Metro Planning Projects	Folder 9	<b>Sunrise Corridor 1990 Study</b> - - - Correspondence - - - Topics Discussed: Sunrise Corridor DEIS Hearings Report; Status Report on the Sunrise Corridor Project (4/18/1990 - 9/28/1993) - - - Supporting Documents - - - - Chart / Maps: Sunrise Corridor Units 1 & 2 Target Schedule (7/1990) - Newsletter: Sunrise Corridor - Unit 2 - Highway 212 - Rock Creek Junction to US 26 - ODOT (1/1990) - Newsletter: Sunrise Corridor - Unit 1 - Highway 212/224, I-05 to Rock Creek Junction - ODOT (7/1990) - Newsletter: Sunrise Corridor - Unit 1 - Highway 212/224, I-205 to Rock Creek Junction - ODOT (9/1989) - Newsletter: Sunrise Corridor - Unit 2 - Highway 212 - Rock Creek Junction to US 26 - ODOT (10/1990)	9/1989 - 9/28/1993
PLANN0491	Metro Archives and Special Collections	Foundational Work on Metro Planning Projects	Folder 10	<b>Highways of National Significance &amp; National Transportation System (NHS/NTS)</b> - - - Correspondence - - - Topics Discussed: MPO Meeting with State; Highways of National Significance Report; preliminary Highways of National Significance; Mileage Tabulation submitted by ODOT; Historical Antecedents and Development Impacts of Highways of National Significance: The conflict between technical and political criteria; Review of ODOT's proposed Oregon position paper on issues relating to authorization of the national Highway System by Congress; National Transportation System Public Docket 49617; Proposed addition of the 242nd/Burnside route of the National Highway System (NHS) and subsequent removal of the 181st/Burnside route; I-5/99W Connector Findings Follow-Up; NHS Amendment for Forest Grove Bypass (8/17/1990 - 9/17/1998) - - - Supporting Documents - - - - Document: Surface Transportation Policy Project - STPP Position Paper on the National Highway System (9/1993) - Document: Highways of National Significance: <i>TPAC</i> Review of Preliminary Portland Urban Area Network for Illustrative Purposes (8/23/1990) - Document: Highways of National Significance: <i>JPACT</i> Review of Preliminary Portland Urban Area Network for Illustrative Purposes (9/4/1990) -Maps	8/17/1990 - 9/17/1998

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PLANN0491	Metro Archives and Special Collections	Foundational Work on Metro Planning Projects	Folder 11	<b>Urban Transportation Mobility</b> - - - Correspondence - - - - Topics Discussed: State Highway Plan Review; Region Letter of Interest for the New Joint FHWA/UMTA Operational Action Program for Improving Mobility; Metro Resolution No. 91-1440 Endorsing Demonstration Grant for Management of Transportation Mobility; Oregon Transportation Plan (OTP) Urban Mobility Policies - Comments and Recommendations; Metro support for region letter of interest for the 1992 Joint FHWA/FTA Operational Action Program for Improving Mobility; DLCD/ODOT Urban Mobility Grant Program; Bike Program - TGM Grant (6/6/1990 - 8/15/1994) - - - Supporting Documents - - - - Document: Oregon Transportation Plan - Urban Mobility Policies (7/2/1991) - Agenda: State Highway Plan System (4/10/1990) -Roster: Urban Mobility Policy Advisory Committee (3/13/1991)	6/6/1990 - 8/15/1994
PLANN0491	Metro Archives and Special Collections	Foundational Work on Metro Planning Projects	Folder 12	<b>Strategic Planning - 5-Year Plan</b> - - - Correspondence - - - Topics Discussed: Coordination of Strategic Planning Program; Metro Strategic Plan - Values Discussion; Memo number 5,692 on the Goals and Objectives; Strategic Planning -- Goals and objectives (probably almost the last memo--from me anyway) (10/10/1991 - 7/14/1994) - - - - Supporting Documents - - - - Report: Strategic Plan - 1998/2003 - How we get there matters . . . - Discussion Draft - Tri-Met (3/1998) - Document: Metro Planning Department 5-Year Strategic Plan (7/19/1994) - Document: Metro Planning Department - Needs Analysis - Document: Metro Transportation Department Strategic Planning (12/16/1991) - Document: Transportation Fund Transportation Department (1/17/1992) - Document: Transportation Department - Five-Year Program (11/26/1991) - Document: Metro Transportation Department Strategic Planning - Document: Document: Strategic Planning - Summary of Values Statements (10/14/1991) - Document: Metro Transportation Department Strategic Planning (12/16/1991)	10/10/1991 - 3/31/1998
PLANN0491	Metro Archives and Special Collections	Foundational Work on Metro Planning Projects	Folder 13	<b>Earthquake Hazards</b> - Letter: To: Honorable Senator Robert Packwood; From: Rena Cusma [Metro] and Donald A. Hull [Director & State Geologist - Department of Geology and Mineral Industries]; Subject: Pilot program to evaluate the vulnerability if the metro area to earthquake hazards (3/19/1992) - Letter: To: Senator Mark Hatfield [U.S. Senate]; From: Rena Cusma and Donald A. Hull; Subject: the importance of a new partnership between the Metropolitan service district and Department of Geology to defeat pesky earthquake hazards (3/20/1992)	3/19/1992 - 3/24/1994

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				<p>Continued:</p> <ul style="list-style-type: none"><li>- Letter: To: Honorable Senator Robert Packwood; From: Rena Cusma [Metro] and Donald A. Hull [Director &amp; State Geologist - Department of Geology and Mineral Industries]; Subject: Pilot program to evaluate the vulnerability if the metro area to earthquake hazards (3/20/1992)</li><li>- Letter: To: Mayor Clark, Commissioner Lindberg, Commissioner Blumenauer; Commissioner Kafoury; Commissioner Bogle; City Auditor Clark; From: Margaret Mahoney [Director - Bureau of Buildings]; Andy Cotugno [Metro]; George E. Monogue [Office of Emergency Management]; Robert E. Stacey, Jr. [Director - Planning Bureau] (4/2/1992)</li><li>- Letter: To: Andy Cotugno [Metro]; From: John D. Beaulieu [Deputy State Geologist]; Subject: Kim Whitman's concerns about the joint request for FEMA funds by Metro and the Oregon Department of Geology and Mineral Industries (5/19/1992)</li><li>- Letter: To: Andy Cotugno; From: John D. Beaulieu; Subject: Response to Kim Whitman's Concerns about FEMA funds request (5/19/1992)</li><li>- Letter: To: Dave Mayer [Oregon Emergency Management]; From: O. Gerald Uba [Metro]; Subject: Quarterly Report for Receipt of FEMA's Special Appropriated Earthquake Funds Program (\$16,000 Grant) (6/2/1992)</li><li>- Memo: To: Jennifer Sims; From: Andrew Cotugno; Subject: New Emergency Management Policy Development Program Position (5/26/1993)</li><li>- Memo: To: Rena Cusma; From: Andrew Cotugno; Subject: Statewide 1994 Earthquake Exercise: Temporary Sites for Disaster Debris (1/28/1994)</li><li>- Memo: To: Ding Engstrom; Andy Cotugno; Subject: Emergency Preparedness Related Travel (3/24/1994)</li><li>- Document: Statement Justifying a Project with More than 50 Percent of the Funds Going to Subcontractors</li></ul>	
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PLANN0491	Metro Archives and Special Collections	Foundational Work on Metro Planning Projects	Folder 14	<b>Air Quality</b> - - - Correspondence - - - Topics Discussed: Area wide Water Quality Report; Metro area's six top priority congestion mitigation/air quality program; Calculating Air Quality Benefits for CMAQ Projects; CAA 1990 Section 174 Certified Planning Organizations; Public Comment and Staff Recommendations for FY 95-97 CMAQ Priority Projects; Memorandum of Understanding (MOU) supporting Resolution and Staff Report documents; Oxygenated Fuel; Scheduling of CO/Ozone Maintenance Plan Briefing for December 19 Transportation Planning Committee Agenda; FTA/FHWA Outreach Workshop on the Transportation Planning Regulations, Management Systems and Clean Air Conformity, January 34-26, Portland, OR, Columbia Slough Bridge Air Quality Conformity; Ozone and Carbon Monoxide Maintenance Plans; Council Creek - Quince (Highway 47 Bypass) Draft Environmental Assessment; Continuation of Oxygenated Fuels in the Portland Metro Area; Western Transportation Alliance Letter; Clean Air Action Days (5/15/1992 - 6/17/1999) - - - Topics Discussed - - - - TPAC Subcommittee on Governor's Task Force Modeling Issues (11/9/1992) - Document: Attachment A2 - Division 30 - Specific Air Pollution Control Rules for Areas with Unique aAir Quality Needs - Portland Air Quality Maintenance Area - Employee Commute Options	5/15/1992 - 6/17/1999
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