

Main-McVay Transit Study Stakeholder Advisory Committee Project Initiation

May 2014

*Lane Transit District
and
City of Springfield, Oregon*

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Glossary of Acronyms, Abbreviations and Terms

Transportation projects can be complicated and are often difficult to understand because of the acronyms, terms and abbreviations used in technical documents and presentations. Attachment A is a glossary of acronyms, terms and abbreviations used often in transportation studies.

Stakeholder Advisory Committee

Committee Purpose

The Stakeholder Advisory Committee (SAC) has three assignments from the Governance Team (GT):

1) Review and recommend a Project Problem Statement, Purpose & Need Statement, project Goals and Objectives (PNGO) and related evaluation criteria.

The Project Problem Statement defines the problem or problems in the project area that the community and the agencies would like to solve. This narrative sets the stage for developing a Project's Purpose and Need Statement.

The PNGO is a critical piece of the overall Study and any potential future corridor transit proposals. It is defined as:

Purpose Statement: Outlines the key issue or issues to be addressed. It is the “what” of the Main-McVay Transit Study (“Study”). It also outlines the goals and objectives that should be included in a successful solution.

Need Statement: Establishes the issues that exist or will exist if the projected population and land use growth are realized.

Goals and Objectives: Define the project's desired outcome and reflect community values. For the Study, the Goals and Objectives will build from the Project Purpose Statement and the draft Main Street Project Goals approved by the Springfield City Council (as of 10-14-13):

- Encourage economic revitalization and land use redevelopment
- Provide transportation choices to residents, businesses and commuters to encourage individual and community well-being and public safety
- Improve transportation safety and access for walkers, cyclists, transit riders and drivers along and through the corridor
- Improve aesthetics on Main Street, making it an attractive place to live, work and shop
- Create Main Street identities

2) Review all technical supporting documents on the range of corridor transit options.

3) Review and recommend to the Governance Team (GT):

- a. Draft range of mode alternatives
- b. Draft range of alignment alternatives
- c. Narrowed range of most promising alternatives to be studied further

Committee Role

To make well-informed recommendations, the SAC will have access to a breadth of technical expertise throughout the Study process. The City of Springfield and Lane Transit District are dedicating a significant amount of Study funding to achieve this through the SAC process. It is imperative that the SAC recognizes their role, the importance of their participation and come well prepared to every meeting.

The SAC is an advisory body. Decisions made by the SAC will be advisory to the Governance Team of the Main-McVay Transit Study planning process (Figure 1). The Governance Team is made up of leadership from the City of Springfield, Lane Transit District, and the Oregon Department of Transportation. The Governance Team may or may not make decisions based on advice received from the SAC.

The SAC was created to provide opportunities for informed discussion on topics as assigned by the Governance Team (Figure 2). It is important for all points of view to be expressed in SAC meetings and for all team members to give serious consideration to the comments made by all group members, consultants, and staff. Listening to wide ranging opinions and evaluating the merit of differing points of view is critical to develop well-reasoned advice.

With a diverse membership, differences of opinion are expected. The SAC is expected to make some decisions that are not unanimous. It is important for minority views to be articulated and conveyed to the Governance Team. A voting record will be maintained so the Governance Team understands not only the advice received but also the nature of dissent and the final vote.

The SAC will be provided detailed project information by staff and consultants. SAC members will be given an opportunity to learn much about the project and other planning projects underway in the community such as the Main Street Corridor Visioning Process.

Mode Alternatives

Mode is a particular form or method of travel distinguished by vehicle type, operating characteristics and right-of-way separation from other traffic. Examples of “mode technology” include bus, rapid bus, and rail. Examples of “operating characteristics” included local vs express, stations vs no-stop, and integrated feeders vs transfers. Examples of “degree of right-of-way separation” include mixed traffic and exclusive right-of-way.

Alignment Alternatives

Alignment is the street or corridor in which the transit project would be located. Alignment elements include horizontal (e.g., streets, medians, rights-of-way), vertical (e.g., elevated, at-grade, subway), station locations, and length.

Figure 1. Governance Team – Stakeholder Advisory Committee Relationship

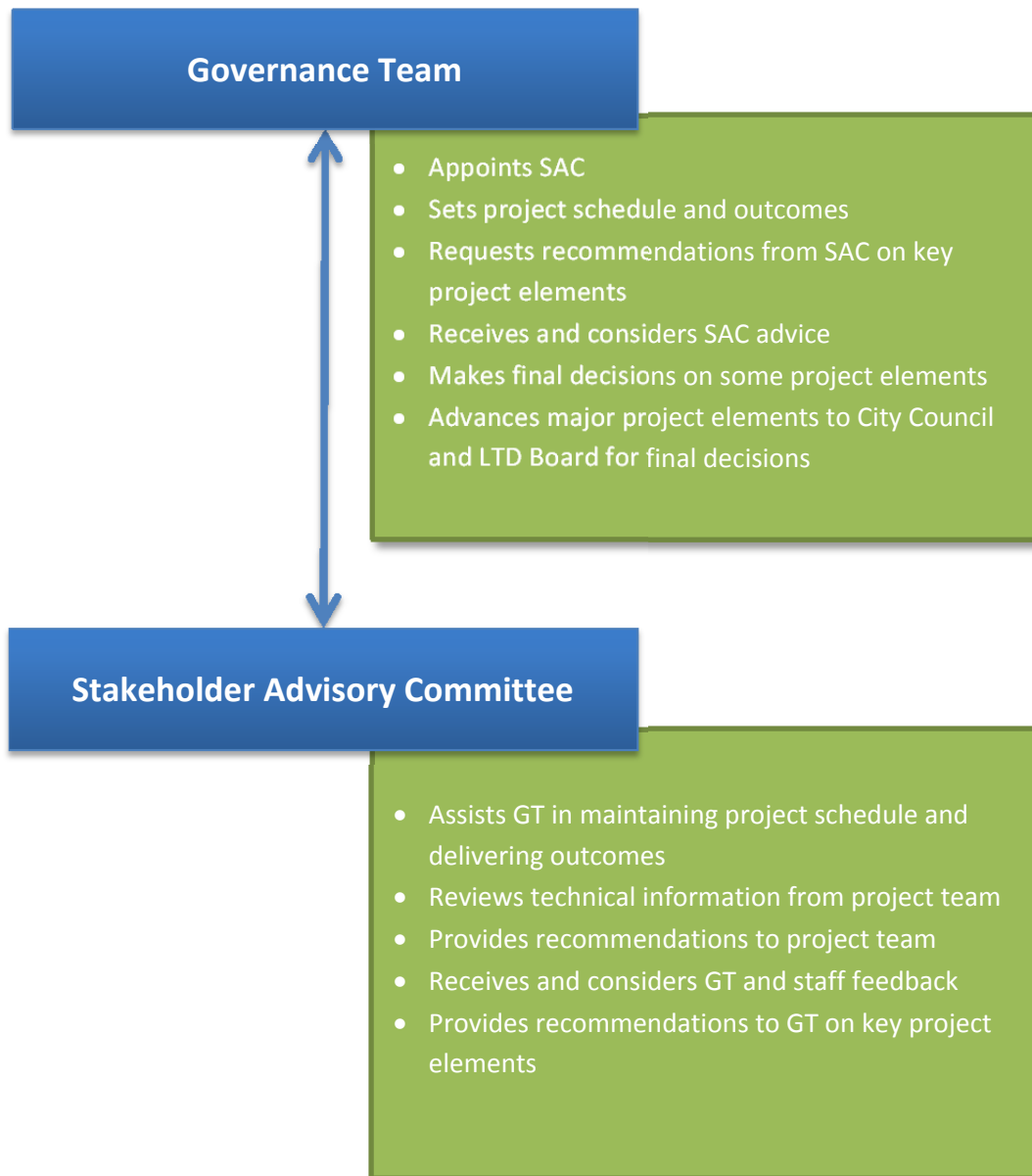


Figure 2. SAC Actions and Project Outcomes



Committee Membership

The SAC intentionally consists of individuals with a wide range of backgrounds, geographic diversification, and interest in the committee's charge. Membership categories include citizens' at large, businesses, property owners, advocacy groups, seniors and people with disabilities, trucking and freight, education, bicycle and pedestrian representatives, and public agencies.

The Governance Team believes as many different views as can be efficiently managed should be represented on the group. This diversity will best inform the recommendations and will give the greatest assistance to the Governance Team.

The Governance Team acts to appoint SAC members. SAC members serve at the pleasure of the Governance Team. The Governance Team retains authority to replace members, fill vacancies, or appoint additional SAC members. The Governance Team may appoint alternates to replace SAC Members who are unable to participate in a SAC Meeting due to an unexpected absence. SAC members will be asked to recommend an alternate who meets their membership criteria. Any SAC member missing two consecutive SAC meetings or three meetings during the life of the SAC will be removed from the SAC.

A SAC member may voluntarily resign by sending written correspondence to the project managers. The Governance Team will then appoint a replacement to fill that membership category.

Facilitators

Facilitators will manage the overall process and individual SAC meetings. The facilitators are not members of the SAC and will not vote on any motions. The facilitators will not offer recommendations on the substance of matters before the SAC. The facilitators will develop agendas for each meeting and distribute them to the SAC and to the partnering organizations. The facilitators will convene and manage each SAC meeting. Facilitators will call upon SAC members who wish to speak and make certain all members have an equal opportunity to participate in deliberations. They will work to ensure no one dominates meetings and no one is blocked from participating. Facilitators will be a link between the SAC and consultants and project management staff to aid in communication and avoid duplication of effort. Facilitators will work to ensure that the resources the SAC needs at a meeting are available and prepared to address the SAC. Facilitators will closely monitor each meeting and the overall effort, and offer process recommendations to enhance the effort as needed. Facilitators may also be a link between the committee and the Governance Team on process matters. In summary, facilitators will work to make the process effective, efficient, informative, and an enjoyable experience for all parties.

Consultants and Staff

Public transit in the corridor is a complex subject. It involves the federal, state, and numerous local governments as well as some of the largest and smallest businesses in the region. Non-profit organizations, schools, universities, colleges, residential property owners, renters, all income levels, all age levels, and all physical abilities use this corridor and/or live near it. The social, economic, and equity ramifications of public transit are multi-layered. There are financial issues, environmental issues, traffic

and right-of-way technical issues, and many, many more. Staff and consultants work with all of these issues daily. As a result, they are especially well equipped to provide the SAC with important information needed to best use the SAC's time and result in a well-informed group. The staff and consultants will be asked early to provide background briefings to the SAC so all SAC members have the necessary basic information prior to deliberations. The staff and consultants will also be available to answer questions from the SAC.

The SAC will be supported by staff from the City of Springfield and the Lane Transit District, by consultants under contract to these organizations, and by two meeting facilitators.

Staff and consultants are not members of the SAC and will not vote on motions. They may have professional opinions and where appropriate will share these with the SAC. Their opinions can inform the SAC but are not intended to direct SAC decision-making. The SAC is free to agree or disagree with the professional opinions of staff and consultants.

The SAC will have well-qualified staff and consultant support. This is a valuable resource and expensive resource with limits. They should be utilized in an efficient manner and only on the most important matters appropriate for staff and consultant work. There will be subjects that the SAC can address and formulate an opinion upon that will not require consultant and staff resources.

Committee Schedule

The SAC is expected to work through the duration of the Study, which is currently estimated for completion in early 2015. Monthly meeting times will be scheduled in advance with SAC input on dates and times. Some meetings may be cancelled a week in advance if it is not timely for the SAC to meet based on Study progress. Some special meetings may be scheduled if needed—the SAC will be consulted if a special meeting is needed.

Meetings will be held at Springfield City Hall, unless otherwise determined. The Project Managers will determine meeting start and finish times in consultation with the SAC. SAC meetings will be scheduled during regular business hours, 8am-5pm, unless a rare evening meeting is required.

The proposed SAC meeting schedule is summarized in Table 1. A detailed schedule is included in Attachment C. All schedule details are considered dynamic and may change during the course of the projects; however, the overall project schedule is not anticipated to exceed 12 months.

Project Overview

The Main Street-McVay Corridor follows Main Street from Thurston to Glenwood, and McVay Highway to Lane Community College. Transportation challenges and opportunities along the Main Street-McVay Corridor were initially identified through public and stakeholder input. The Main-McVay Transit Study project will use that input as well as input from new outreach opportunities combined with screening-level technical analysis to develop a range of most promising transit alternatives that improve transit service and enhance all modes of travel along the corridor. If so determined by the Springfield City Council and the LTD Board of Directors, the range of most promising alternatives will be advanced to the next phase of the project for more in-depth technical analysis.

Table 1. Stakeholder Advisory Committee Schedule Summary

| Stakeholder Advisory Committee | | | |
|--------------------------------|----------|---|---|
| Mtg # | Mtg Date | Purpose | Outcomes |
| SAC 1 | 5/14/14 | <ul style="list-style-type: none"> Committee Initiation | <ul style="list-style-type: none"> Understanding of project, process & schedule Commitment to schedule |
| SAC 2 | 5/27/14 | <ul style="list-style-type: none"> Ensure SAC understands FTA project development process RECOMMENDATION: Range of Mode Alternatives Provide feedback on Preliminary Draft PNGO, Evaluation Criteria | <ul style="list-style-type: none"> Understanding of FTA project development process RECOMMENDATION: Range of Mode Alternatives Feedback on Preliminary Draft Problem Statement Feedback on Preliminary Draft PNGO Feedback on Preliminary Draft Evaluation Criteria |
| SAC 3 | 6/24/14 | <ul style="list-style-type: none"> RECOMMENDATION: Draft Problem Statement, Draft PNGO, Draft Evaluation Criteria Begin Alignment Alternatives Discussion & prepare for upcoming workshop | <ul style="list-style-type: none"> RECOMMENDATION: Draft Problem Statement, Draft PNGO, Draft Evaluation Criteria Prepare for upcoming alignment alternatives workshop |
| SAC 4 | 7/29/14 | <ul style="list-style-type: none"> Develop Preliminary Range of Alignment Alternatives | <ul style="list-style-type: none"> Preliminary Range of Alignment Alternatives |
| SAC 5 | 8/26/14 | <ul style="list-style-type: none"> RECOMMENDATION: Draft Range of Alignment Alternatives to advance into Fatal Flaw Analysis | <ul style="list-style-type: none"> RECOMMENDATION: Draft Range of Alignment Alternatives to advance into Fatal Flaw Analysis |
| SAC 6 | 9/30/14 | <ul style="list-style-type: none"> Review Fatal Flaw Analysis and Recommendations (TECH MEMO) RECOMMENDATION: Draft Narrowed Range of Alignment Alternatives to advance into Screening Evaluation (SKETCH-LEVEL CONCEPT PLANS) | <ul style="list-style-type: none"> RECOMMENDATION: Draft Narrowed Range of Alignment Alternatives to advance into Screening Evaluation (SKETCH-LEVEL CONCEPT PLANS) |
| SAC 7 | 10/28/14 | <ul style="list-style-type: none"> Ensure SAC understands Screening Evaluation Process Prepare for Workshop <i>[Could be used as "catch-up" meeting]</i> | <ul style="list-style-type: none"> Understand Screening Process to Evaluate and Narrow Range of Alignment Alternatives resulting in Range of Most Promising Alternatives |
| SAC 8 | 11/18/14 | <ul style="list-style-type: none"> Develop Draft Range of Most Promising Alternatives for consideration in Future Project Phase (SKETCH-LEVEL CONCEPT PLANS) | <ul style="list-style-type: none"> Draft Range of Most Promising Alternatives for consideration in Future Project Phase (SKETCH-LEVEL CONCEPT PLANS) |
| December 2014 – No Meeting | | | |
| SAC 9 | 1/27/15 | <ul style="list-style-type: none"> RECOMMENDATION: Draft Range of Most Promising Alternatives for consideration in Future Project Phase (SKETCH-LEVEL CONCEPT PLANS) | <ul style="list-style-type: none"> RECOMMENDATION: Draft Range of Most Promising Alternatives for consideration in Future Project Phase (SKETCH-LEVEL CONCEPT PLANS) |
| SAC 10 | 2/24/15 | <ul style="list-style-type: none"> Review recommended Final Range of Most Promising Alternatives for consideration in Future Project Phase from GT to SCC / LTD Board Celebrate hard work | <ul style="list-style-type: none"> Appreciation and Recognition for hard work |

Project Purpose

The purpose of the Transit Study is to analyze the need, technical viability, and public support for various options to improve transit service along the Main-McVay Corridor

Public Input

A well-coordinated project team including City, LTD, and consultant staff has worked closely with elected and appointed officials to conduct initial stakeholder and public outreach. This initial outreach included small group meetings called, “Community Conversations,” general public outreach at this summer’s SummerFair event, National Night Out, and at the recent Nick Symmonds Springfield 800 Community Run adjacent to City Hall. [A summary of the Community Conversations can be found on the Our Main Street website and by clicking here \(PDF\)](#). This study will use input from the initial stakeholder and public outreach to develop a range of transit solutions for the Corridor. A Stakeholders Advisory Committee (SAC) will consider community input and technical information in advising the project team. Other organized community input opportunities will exist throughout the Project and will be announced once specific dates are determined; these opportunities include sending regular electronic updates to an Interested Parties List and participating in outreach events with other area projects. Comments and questions are welcome at any time during the project by submitting comments via the coordinated Main Street / McVay website: ourmainstreetspringfield.org, or by contacting City or LTD Project Managers by phone.

Direction from City Council and Lane Transit District Board of Directors

City, LTD and consultant staff presented the findings of initial public and stakeholder events to the Main Street Projects Governance Team on September 26, 2013. After hearing the input received to-date, the Governance Team unanimously recommended to Council to move forward with the Main-McVay Transit Study. In addition, the Governance Team worked with staff to develop [Main Street Project Goals](#) that provide overarching guidance to this study as well as other projects planned for Main Street.

After considering the feedback from the public and stakeholders over the past summer, The City Council (on October 14, 2013) and LTD Board of Directors (on October 16th, 2013) approved moving ahead with a Main-McVay Transit Study.

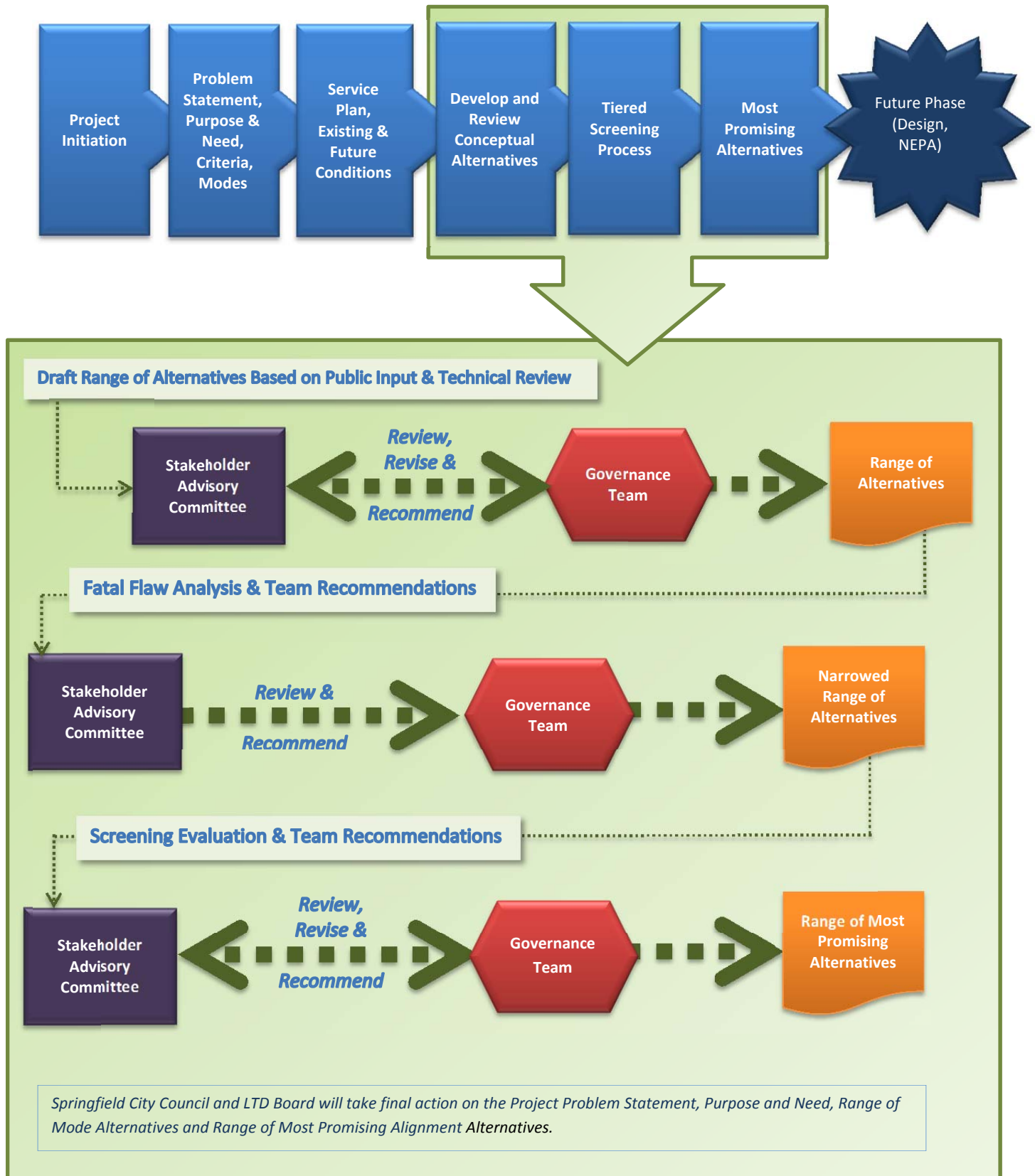
Project Schedule

The initial phase, the Community Conversations, was conducted spring 2013 through September 2013.

The next phase of the Transit Study began in April 2014 and is anticipated to conclude in March 2015. The Study process is summarized in Figure 3. SAC and GT recommendations on key project elements will be sent to the Springfield City Council and LTD Board for final action. Key project elements to be sent to the Council and Board for approval are: Project Purpose and Need Statement; Range of Mode Alternatives; and, Range of Most Promising Alternatives.

All schedule details are considered dynamic and may change during the course of the project; however, the overall project schedule is not anticipated to exceed 12 months.

Figure 3. Main-McVay Transit Study Schedule Overview



Project Organization

The Main-McVay Transit Study uses a management structure similar to the structure used to coordinate the five Main Street projects. This study uses a tiered management structure that includes project direction provided by an ad hoc Governance Team that includes Mayor Lundberg and Councilor Woodrow, LTD Board President Doris Towery and Board Member Mike Dubick, and staff project management coordination and project oversight (Figure 4). The Project Management Team will work directly with the Stakeholder Advisory Committee to review project elements including the Project's Purpose and Need Statement and conceptual transit options. The Project Management Team is supported by a consultant technical team. A project Core Group will meet regularly to ensure that the Main-McVay Transit Study meets the demands and deliverables of the project schedule. Members of each management group are listed in Table 2.

Figure 4. Project Organization for Main-McVay Transit Study

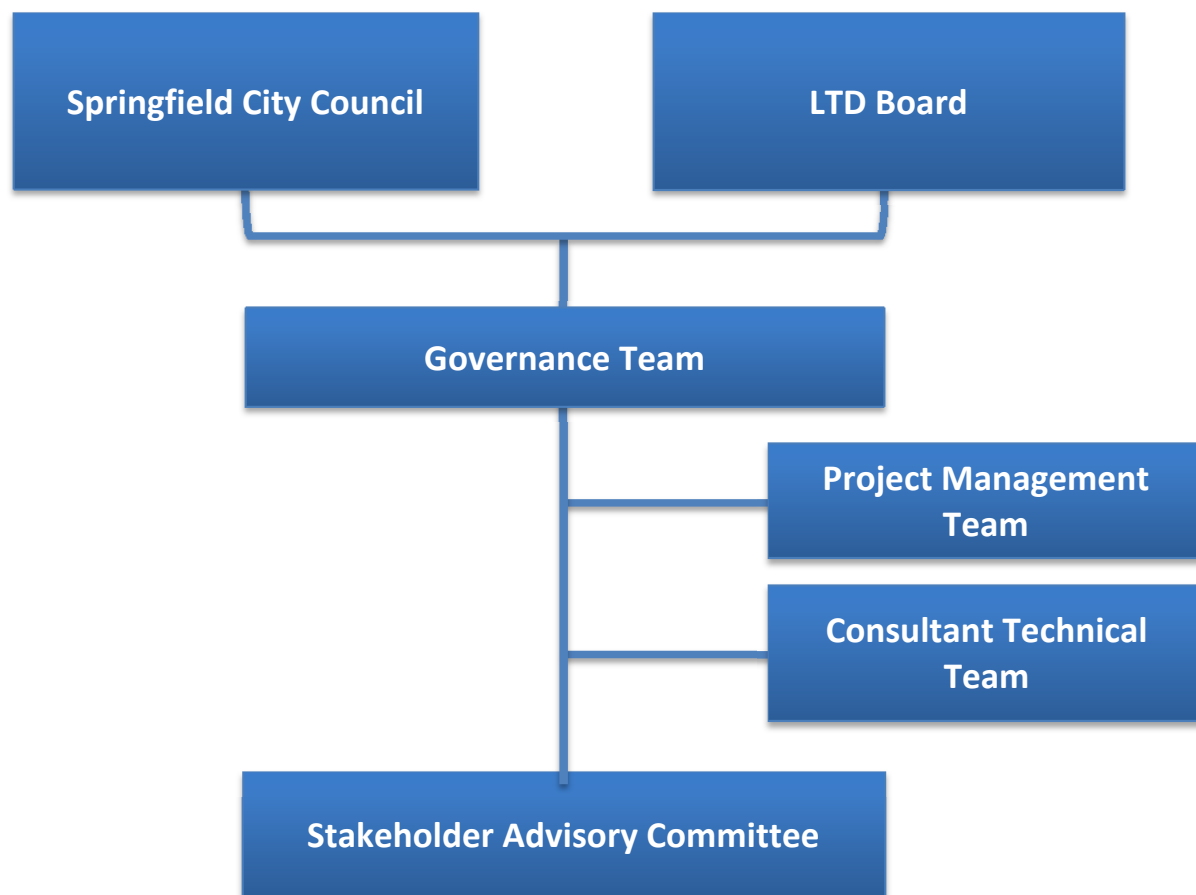


Table 2. Project Management Groups and Members

| Project Groups | Members |
|-------------------------|---|
| Governance Team | Mayor Christine Lundberg, City of Springfield Councilor Marilee Woodrow, City of Springfield Gino Grimaldi (Ex Officio), City manager, City of Springfield Doris Towery, Board President, LTD Michael Dubick, LTD Board Ron Kilcoyne (Ex Officio), General Manager, LTD Frannie Brindle (Ex Officio), Oregon Department of Transportation |
| Project Management Team | David Reesor, City of Springfield John Evans, LTD Linda Pauly, City of Springfield Tom Schwetz, LTD Tom Boyatt, City of Springfield |
| Main-McVay Core Group | David Reesor, City of Springfield John Evans, LTD Lynda Wannamaker, Wannamaker Consulting Stefano Viggiano, Parsons Brinckerhoff |
| Consultant Team Leads | Lynda Wannamaker, Wannamaker Consulting Stefano Viggiano, Parsons Brinckerhoff |

Project Team Contact Information

The Table 3 contains contact information for key project personnel.

Table 3. Key Project Personnel Contact Information

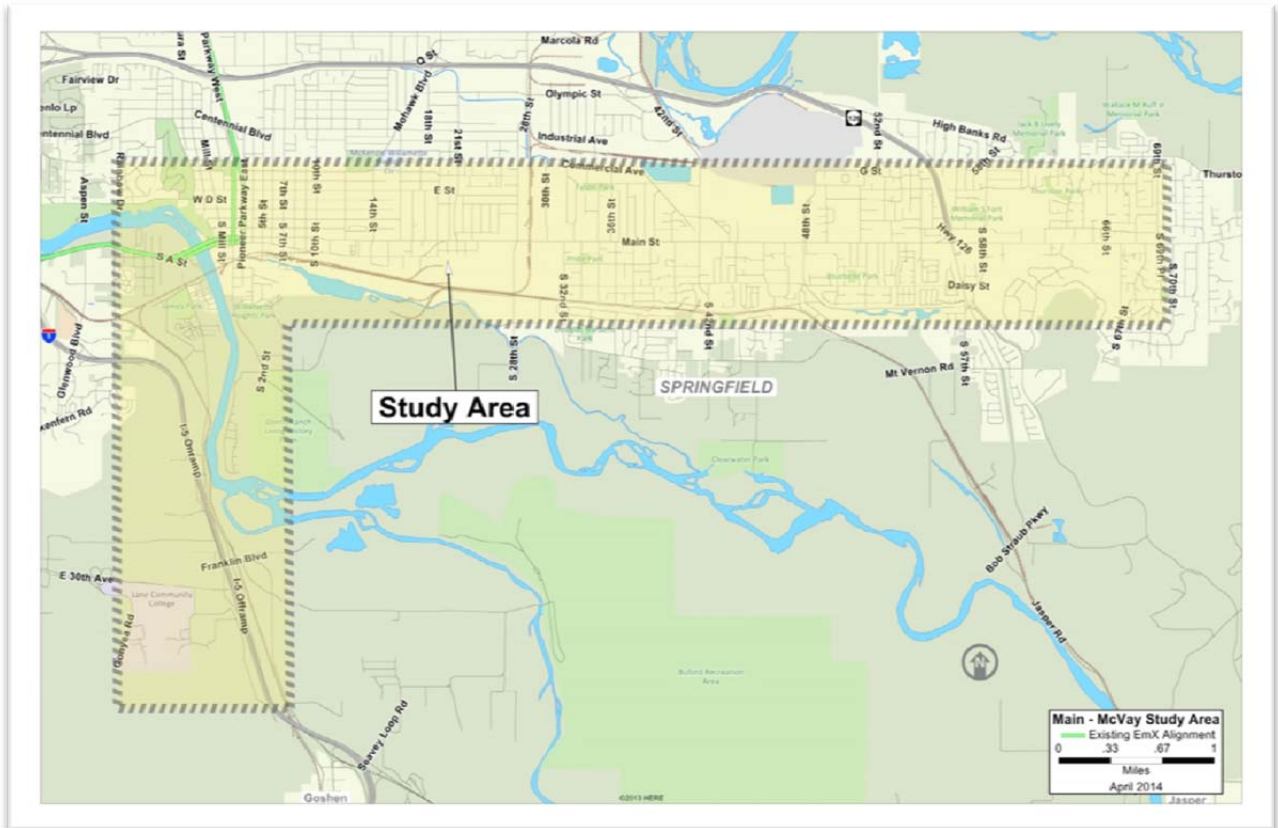
| Project Role | Contact |
|---|---|
| Project Manager – City of Springfield | David Reesor Senior Transportation Planner City of Springfield, Engineering & Transportation Division 225 Fifth Street Springfield, OR 97477 Email: dreesor@springfield-or.gov Phone: 541-726-4585 Cell: 541-968-5324 Fax: 541-726-3781 |
| Project Manager – Lane Transit District | John Evans, AICP Senior Project Manager Lane Transit District PO Box 7070 Springfield OR 97475 Email: John.Evans@ltd.org Phone: 541-682-6146 Cell: 541-913-6430 Fax: 541-682-6111 |
| Project Manager – Consultant Team | Lynda Wannamaker Principal / Senior Environmental Consultant Wannamaker Consulting, Inc. 1631 NE Broadway #117 Portland, OR 97213 Email: Lynda@wannamaker-consulting.com |

| Project Role | Contact |
|--|--|
| | Phone: 503-287-4385 Cell: 503-804-5262 Fax: 503-287-0854 |
| Deputy Project Manager – Consultant Team | Stefano Viggiano Planning Manager Parsons Brinckerhoff 400 SW Sixth Avenue, Suite 802 Portland, Oregon 97204 Email: viggianosm@pbworld.com Phone: 503-478-2347 Cell: 503-568-6883 |
| Media Contacts | Loralyn Spiro Communications Coordinator Development & Public Works City of Springfield, Oregon 225 Fifth Street 97477 Email: lspiro@springfield-or.gov Phone: 541-726-2233 Cell: 541-285-6205 |
| | Andy Vobora Director of Customer Services and Planning Lane Transit District PO Box 7070 Springfield, OR 97475 Email: Andy.Vobora@ltd.org Phone: 541-682-6181 Cell: 541-501-9398 |
| Public Involvement – SAC Facilitator | Stan Biles Principal Management Solutions Eugene, Oregon Email: StanBiles@aol.com Phone: 541-822-1001 |
| Public Involvement – SAC Facilitator and Coordinator, Community Engagement | Christian L. Watchie Principal Cogito 1035 Monroe Eugene, Oregon 97402 Email: Chris@cogitopartners.com Phone: 541-334-1786 Cell: 541-337-9519 Fax: 541-685-1336 |

Project Study Area

The Main -McVay Corridor generally follows Main Street from approximately 69th Street to the Glenwood area (east-west), and McVay Highway to Lane Community College (north-south). The preliminary study area encompasses an area approximately one-half mile from either side of Main Street and McVay Highway (Figure 5).

Figure 5. Preliminary Study Area for Main-McVay Transit Study



Relationship to Other Area Projects

There are five related projects occurring in the area of the Main-McVay Transit Study. There are four projects occurring in the Main Street corridor (Smart Trips, Downtown Demonstration, Main Street Vision, Pedestrian Crossings) that have been closely coordinated with initial public outreach for the Main-McVay Transit Study (Figure 6). It is critical that all five of these projects are coordinated and managed in a way that is understandable to the community in terms of consistency and interrelationships. To date, the five Main Street projects (not including the Franklin Blvd Project) have been coordinated through a three-tiered management structure that includes project direction provided by the Governance Team. There is one additional project that is relevant to the Main-McVay Transit Study: the Franklin Boulevard Study. This study is evaluating improvements to Franklin Boulevard and McVay Highway (Figure 7). Each of the projects is summarized below. Table 4 lists the projects and some key resource links for each of the projects.

Figure 6. Main Street Projects

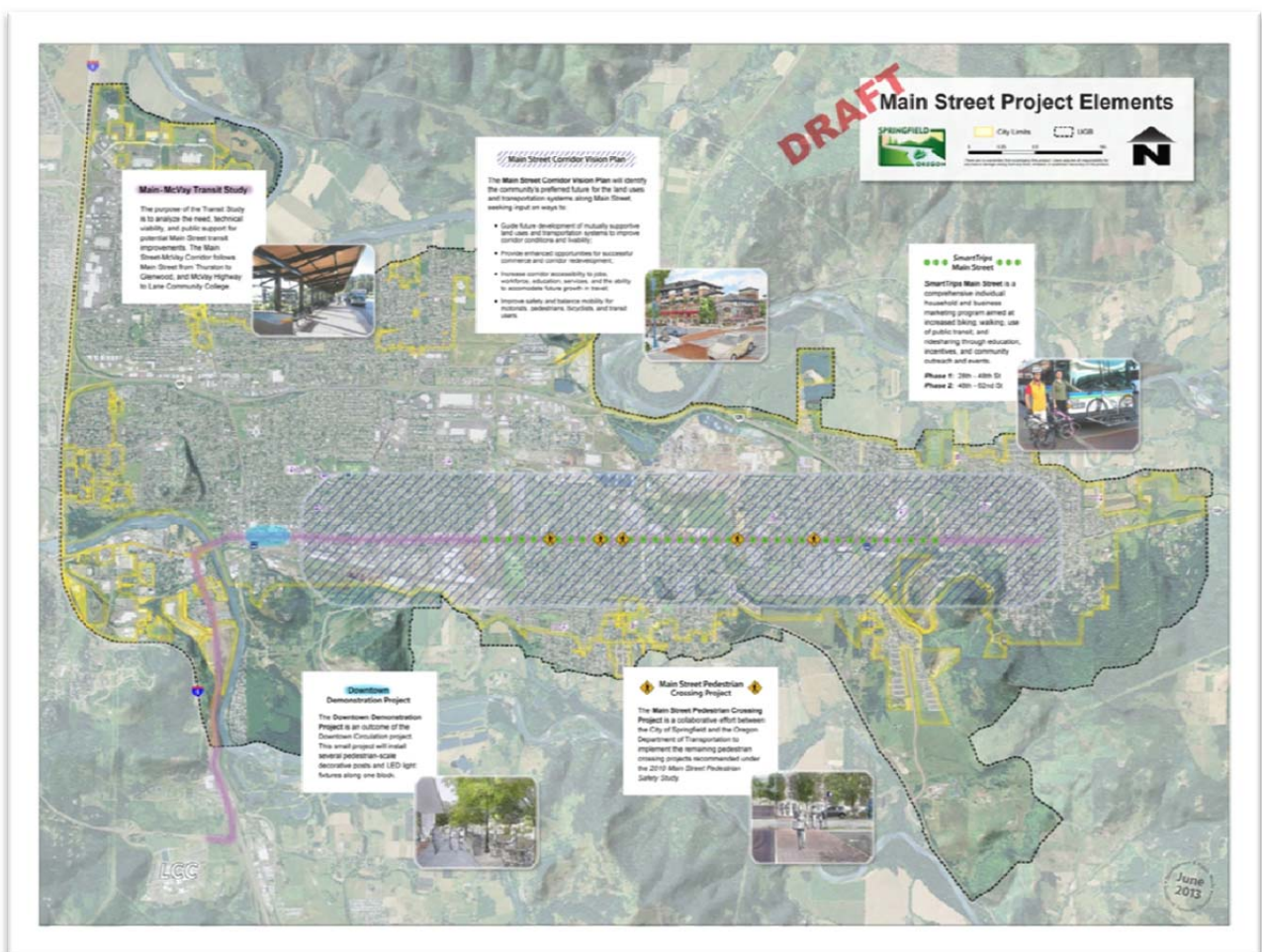


Figure 7. Franklin Boulevard Study Area



Main Street Projects Overview

Throughout Springfield’s history Main Street has been the “heart” of the community. Now, the City has a great opportunity to look at and think about the future of the seven miles that make up the Main Street corridor, and to identify and discuss potential changes along the corridor that will leverage our local economy and the quality of our community for decades to come. From the Willamette River out to Thurston, Main Street serves the community in many ways.

The City of Springfield, in partnership with Oregon Department of Transportation and Lane Transit District, is coordinating the Main Street Projects to look at:

- pedestrian crossing improvements;
- feasibility of transit improvements;
- determining the community’s vision for future development along the corridor;
- improved lighting in downtown; and
- providing assistance to individuals who want to learn about and take advantage of a full range of travel options.

These efforts are being accomplished by using federal and state funds along with local matching funds. Springfield’s Mayor and Council place a very high value on open and transparent public processes that involve our citizens, and other stakeholders, in exploring issues and identifying problems and solutions.

Main Street Corridor Vision Plan

The Vision Plan identifies the community's preferred future for the land uses and transportation systems on Main Street. This planning process started in 2013 and is currently on-going.

Main Street Pedestrian Crossing Project

In a collaborative effort between the City of Springfield, Oregon Department of Transportation (ODOT) and LTD, six pedestrian crossing projects recommended under the *2010 Main Street Pedestrian Safety Study* are being implemented in order to provide safer crossing opportunities along the Main Street corridor.

The City of Springfield is the lead in overseeing the public outreach, construction and installation of the pedestrian crossings. The City of Springfield conducts stakeholder outreach in each location before construction occurs to perform analysis and determine possible mitigation measures related to the crossings.

These six additional pedestrian crossings were identified in the *2010 Main Street Pedestrian Safety Study*. The Study recommended a total of eight pedestrian crossings. To date two crossings have been installed by ODOT with the remaining crossings to be installed by the City of Springfield.

Downtown Demonstration Project

As an outcome of the downtown circulation project this small project will install several pedestrian scale decorative posts with LED light fixtures and enhance existing crosswalks with brick pattern pavement markings along two blocks of Springfield's downtown. The LED light fixtures have been identified for installation in this key location in Springfield's downtown to improve safety, visibility, and aesthetic in the area. The project is slated to be complete by summer 2015.

SmartTrips Main Street

SmartTrips is a comprehensive individual household and business outreach program aimed at increasing biking, walking, use of public transit, and ridesharing. Through education, incentives, and community outreach and events, SmartTrips encourages residents to use transportation options. [SmartTrips: Springfield](#) launched the Gateway program in 2012, the Hayden Bridge program in 2013, and the Main Street Program is next! SmartTrips is a collaborative effort between the City of Springfield and Point2point, a part of Lane Transit District (LTD), the Regional Transportation Options Program.

Franklin Boulevard Redevelopment Project

While not part of the "5 Main Street Project Elements," the Franklin Boulevard Redevelopment Project is related to this Main-McVay Transit Study. The City of Springfield is studying improvements to Franklin Boulevard to support redevelopment and new investment in the Glenwood area. The study will develop design concepts for Franklin Boulevard Highway from I-5 to Nugget Way and for the intersection of Franklin Boulevard and McVay Highway near the Springfield bridges. The project is currently undergoing environmental review through the National Environmental Protection Act (NEPA) process. The City is currently working with the Federal Highway Administration (FHWA) who will determine the project's NEPA classification (Categorical Exclusion [CE], Environmental Assessment [EA] or Environmental Impact Statement [EIS]).

Table 4. Other Area Projects

| Project | Overview | Resources |
|--|--|--|
| <p>Main Street Corridor Vision Plan</p> <p>August 2013 – December 2014</p> | <p>The Vision Plan identifies the community's preferred future for the land uses and transportation systems on Main Street, seeking input on ways to:</p> <ul style="list-style-type: none"> • Guide future development and transportation systems to improve corridor conditions and livability; • Provide enhanced opportunities for successful business and corridor redevelopment; • Increase corridor accessibility to jobs, workforce, education, services, and the ability to accommodate future growth in travel; and • Improve safety and balance mobility for motorists, pedestrians, bicyclists, and transit users. | <ul style="list-style-type: none"> • http://ourmainstreetspringfield.org/main-street-corridor-vision-plan/project-overview/ • Existing Conditions, Opportunities and Constraints Report (PDF). • Existing Conditions, Opportunities and Constraints Maps (PDF). • Draft Vision and Goals Presentation from March 6 Open House • Summary of public input provided at workshop: March 6 Summary. Includes what we heard at March 5th workshop with Thurston High School Leadership Class. |
| <p>Main Street Pedestrian Crossing Project</p> <p>2010 - 2015</p> | <p>The Main Street Pedestrian Crossing Project is a collaborative effort between the City of Springfield and the Oregon Department of Transportation (ODOT) to improve safety for pedestrians crossing Main Street. Two crossings have already been installed by ODOT, and this project will implement the six additional pedestrian crossings recommended under the <i>2010 Main Street Pedestrian Safety Study</i>.</p> | <p>http://ourmainstreetspringfield.org/main-street-pedestrian-crossing-project/</p> |
| <p>Downtown Demonstration Project</p> <p>2014 – 2015</p> | <p>An outcome of the downtown circulation project, this small project will improve lighting and enhance existing crosswalks along two blocks of Springfield's downtown.</p> | <p>http://ourmainstreetspringfield.org/downtown-demonstration-project/</p> |
| <p>SmartTrips Main Street</p> <p>2012 - 2015</p> | <p>This project is a comprehensive individual household and business outreach program aimed at increasing biking, walking, use of public transit, and ridesharing through education, incentives, and community outreach and events.</p> | <p>http://ourmainstreetspringfield.org/smarttrips-main-street/</p> |
| <p>Franklin Boulevard Redevelopment Project (NEPA & Design)</p> <p>2013-2015</p> | <p>The City of Springfield is currently conducting the environmental analysis and design work necessary for reconstruction of Franklin Boulevard to support redevelopment and new investment in the Glenwood area.</p> | <p>http://newfranklinblvd.org/</p> |

Naming conventions

The following naming conventions will be used for the project:

| | |
|---|--|
| Project Name | Main-McVay Transit Study |
| Previously Used Project Names (Do Not Use) | Main-McVay Transit Improvement Study Main McVay Transit Feasibility Study Main McVay: Improved Transit Feasibility Study |
| Key Roadways | Main Street Franklin Boulevard McVay Highway South A Street |
| Corridor | Main-McVay Corridor |

The list of naming conventions will be appended as needed throughout the project duration.

Attachment A: Glossary of Acronyms, Abbreviations and Terms

The glossary below provides an at-a-glance guide to many of the terms that may be used throughout the project Study.

Acronyms and Abbreviations

| Acronyms & Abbreviations | Defined |
|--------------------------|---|
| AA | Alternatives Analysis |
| ADT | Average Daily Traffic |
| BAT Lane | Business Access and Transitway Lane |
| BMPs | Best Management Practices |
| BRT | Bus Rapid Transit |
| CATS | Central Area Transportation Study |
| CEQ | Council on Environmental Quality |
| COL | College |
| CPTED | Crime Prevention through Environmental Design |
| DCE | Documented Categorical Exclusion |
| DEIS | Draft Environmental Impact Statement |
| DEQ | Oregon Department of Environmental Quality |
| DLCD | Oregon Department of Land Conservation and Development |
| DO | Design Option |
| DSL | Oregon Department of State Lands |
| EA | Environmental Assessment |
| EFH | Essential Fish Habitat |
| EIS | Environmental Impact Statement |
| EmX | Emerald Express, Lane Transit District's Bus Rapid Transit System |
| EPA | U. S. Environmental Protection Agency |
| ESA | Endangered Species Act |
| ESH | Essential Salmonid Habitat |
| EWEB | Eugene Water and Energy Board |
| FEMA | Federal Emergency Management Agency |
| FHWA | Federal Highway Administration |
| FEIS | Final Environmental Impact Statement |
| FTA | Federal Transit Administration |
| FTN | Frequent Transit Network |
| HBO | Home-based Other |
| HBW | Home-based Work |
| HCT | High Capacity Transit |
| ISTEA | Intermodal Surface Transportation Efficiency Act |
| ITS | Intelligent Transportation Systems |
| JLPAC | Joint Locally Preferred Alternative Committee |
| LCC | Lane Community College |
| LCOG | Lane Council of Governments |
| LOS | Level of Service |
| LPA | Locally Preferred Alternative |

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| LRAPA | Lane Regional Air Protection Agency |
| LRFP | Long-Range Financial Plan |
| LTD | Lane Transit District |
| LWCF | Land and Water Conservation Fund |
| Metro Plan | Eugene-Springfield Metropolitan Area General Plan |
| MEV | Million Entering Vehicles |
| MIS | Major Investment Study |
| MDR | Medium Density Residential |
| MOS | Minimum Operable Segment |
| MOE | Measures of Effectiveness |
| MPC | Metropolitan Policy Committee |
| MPO | Metropolitan Planning Organization |
| MSA | Metropolitan Statistical Area |
| NEPA | National Environmental Policy Act |
| NHN | Non-home Based Non-work |
| NHW | Non-home Based Work |
| NOI | Notice of Intent |
| NOX | Nitrogen oxides |
| NPS | U.S. Department of Interior's National Park Service |
| NRHP | National Register of Historic Places |
| O&M | Operations and maintenance |
| OAR | Oregon Administrative Rule |
| ODOT | Oregon Department of Transportation |
| OHP | Oregon Highway Plan |
| OSP | Oregon State Police |
| PM | Particulate matter |
| ROW | Right-of-Way |
| RTP | Central Lane Metropolitan Planning Organization Regional Transportation Plan |
| SCC | Standardized Cost Comparison |
| SCH | School |
| SHP | Home-based Shopping |
| SHPO | Oregon State Historic Preservation Office |
| STA | Special Transportation Area |
| SUB | Springfield Utility Board |
| TAZ | Transportation Analysis Zone |
| TDM | Transportation Demand Management |
| TE&S | Threatened, Endangered and Sensitive |
| TESCP | Temporary Erosion and Sediment Control Plan |
| TMA | Transportation Management Area |
| TMDLs | Total Maximum Daily Loads |
| TPR | Transportation Planning Rule |
| TransPlan | Eugene-Springfield Transportation System Plan |
| TSM | Transportation System Management |
| TSUB | Transportation System User Benefits |
| UGB | Urban Growth Boundary |

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|------|----------------------------|
| VMT | Vehicle Miles Traveled |
| VOCs | Volatile organic compounds |

Terms

| Terms | Definitions |
|---|--|
| Accessibility | The extent to which facilities are barrier free and useable by persons with disabilities, including wheelchair users. |
| Action | An “action,” a federal term, is the construction or reconstruction, including associated activities, of a transportation facility. For the purposes of this Handbook, the terms “project”, “proposal” and “action” are used interchangeably unless otherwise specified. An action may be categorized as a “categorical exclusion” or a “major federal action.” |
| Alignment | Alignment is the street or corridor that the transit project would be located within. |
| Alternative Fuels | Low-polluting fuels which are used to propel a vehicle instead of high-sulfur diesel or gasoline. Examples include methanol, ethanol, propane or compressed natural gas, liquid natural gas, low-sulfur or "clean" diesel and electricity. |
| Area of Potential Effect | A term used in Section 106 to describe the area in which historic resources may be affected by a federal undertaking. |
| Auxiliary Lanes | Lanes designed to improve safety and reduce congestion by accommodating cars and trucks entering or exiting the highway or roadway, and reducing conflicting weaving and merging movements. |
| Base Period | The period between the morning and evening peak periods when transit service is generally scheduled on a constant interval. Also known as "off-peak period." |
| Base Fare | The price charged to one adult for one transit ride; excludes transfer charges, zone charges, express service charges, peak period surcharges and reduced fares. |
| Business Access and Transitway Lane (BAT) | In general, a BAT lane is a concrete lane, separated from general-purpose lanes by a paint stripe and signage. A BAT lane provides BRT priority operations, but general-purpose traffic is allowed to travel within the lane to make a turn into or out of a driveway or at an intersecting street. However, only the BRT vehicle is allowed to use the lane to cross an intersecting street. |
| Boarding | Boarding is a term used in transit to account for passengers of public transit systems. One person getting on a transit vehicle equals one boarding. In many cases individuals will have to transfer to an additional transit vehicle to reach their destination and may well use transit for the return trip.. Therefore a single rider may account for several transit boardings in one day. |
| Bus Rapid Transit (BRT) | A transit mode that combines the quality of rail transit and the flexibility of buses. It can operate on bus lanes, HOV lanes, expressways, or ordinary streets. The vehicles are designed to allow rapid passenger |

| Terms | Definitions |
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| | loading and unloading, with more doors than ordinary buses. |
| Busway | Exclusive freeway lane for buses and carpools. |
| Clean Air Act Amendments of 1990 (CAAA) | The comprehensive federal legislation which establishes criteria for attaining and maintaining the federal standards for allowable concentrations and exposure limits for various air pollutants; the act also provides emission standards for specific vehicles and fuels. |
| Collector Streets | Collector streets provide a balance of both access and circulation within and between residential and commercial/industrial areas. Collectors differ from arterials in that they provide more of a citywide circulation function, do not require as extensive control of access and are located in residential neighborhoods, distributing trips from the neighborhood and local street system. |
| Community Cohesion | A measure of how well residents can connect with one another within their community. These connections can occur at gathering places such as schools, community centers, parks, or transit stations. High home ownership rates and active neighborhood associations also contribute to higher levels of community cohesion. |
| Commuter Rail | Commuter rail is a transit mode that is a multiple car electric or diesel propelled train. It is typically used for local, longer-distance travel between a central city and adjacent suburbs, and can operate alongside existing freight or passenger rail lines or in exclusive rights of way. |
| Compressed Natural Gas (CNG) | An alternative fuel; compressed natural gas stored under high pressure. CNG vapor is lighter than air. |
| Conformity | The ongoing process that ensures the planning for highway and transit systems, as a whole and over the long term, is consistent with the state air quality plans for attaining and maintaining health-based air quality standards; conformity is determined by metropolitan planning organizations (MPOs) and the U.S. Department of Transportation (U.S. DOT), and is based on whether transportation plans and programs meet the provisions of a State Implementation Plan. |
| Cooperating Agency | Regulations that implement NEPA define a cooperating agency as any Federal agency other than a lead agency which has jurisdiction by law or special expertise with respect to any environmental impact involved in a proposal (or a reasonable alternative) for legislation or other major Federal action significantly affecting the quality of the human environment. |
| Coordination Plan | Required under SAFETEA-LU, the coordination plan contains procedures aimed at achieving consensus among all parties in the initial phase of environmental review and to pre-empt disagreements that can create delays later on in a project. |
| Congestion Mitigation and Air Quality (CMAQ) | Federal funds available for either transit or highway projects which contribute significantly to reducing automobile emissions which cause air pollution. |

| Terms | Definitions |
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| Corridor | A broad geographical band that follows a general directional flow connecting major sources of trips that may contain a number of streets, highways and transit route alignments. |
| Demand Responsive | Non-fixed-route service utilizing vans or buses with passengers boarding and alighting at pre-arranged times at any location within the system's service area. Also called "Dial-a-Ride." |
| Diesel Multiple Unit (DMU) | Each unit carries passengers and can be self-powered by a diesel motor; no engine unit is required. |
| Draft Environmental Impact Statement (DEIS) | The DEIS is the document that details the results of the detailed analysis of all of the projects alternatives. The DEIS contains all information learned about the impacts of a project and alternatives. |
| Electrical Multiple Unit (EMU) | The EMU is heavier than a light rail vehicle, but it is powered in the same way by an overhead electrical system. |
| Earmark | A federal budgetary term that refers to the specific designation by Congress that part of a more general lump-sum appropriation be used for a particular project; the earmark can be designated as a minimum and/or maximum dollar amount. |
| Effects | Effects include ecological, aesthetic, historic, cultural, economic, social, or health, whether direct, indirect, or cumulative. Effects may also include those resulting from actions that may have both beneficial and detrimental effects, even if on balance the agency believes that the effect will be beneficial. Effects include: (1) direct effects that are caused by the action and occur at the same time and place, and (2) indirect effects that are caused by the action and are later in time or farther removed in distance but are still reasonably foreseeable. Indirect effects may include growth-inducing effects and other effects related to induced changes in the pattern of land use; population density or growth rate; and related effects on air and water and other natural systems, including ecosystems (40 CFR 1508.8). |
| EmX | Lane Transit District's Bus Rapid Transit System, pronounced "MX", short for Emerald Express. |
| Environmental Assessment (EA) | A report subject to the requirements of the National Environmental Policy Act (NEPA) demonstrating that an Environmental Impact Statement (EIS) is not needed for a specific set of actions. The EA can lead to a Finding of No Significant Impact (FONSI). |
| Environmental Impact Statement (EIS) | A comprehensive study of likely environmental impacts resulting from major federally-assisted projects; statements are required by the National Environmental Policy Act (NEPA). |
| Environmental Justice | A formal federal policy on environmental justice was established in February 1994, with Executive Order 12898 (EO 12898), "Federal Actions to Address Environmental Justice in Minority Populations and Low-income Populations." There are three fundamental environmental justice principles: • To avoid, minimize, or mitigate disproportionately high and adverse human health and environmental effects, including social and economic effects, on minority populations and low-income populations. • To ensure the full and fair participation by all potentially |

| Terms | Definitions |
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| | <p>affected communities in the transportation decision-making process. • To prevent the denial of, reduction in, or significant delay in the receipt of benefits by minority and low-income populations.</p> |
| Exclusive Right-of-Way | A highway or other facility that can only be used by buses or other transit vehicles. |
| Finding of No Significant Impact (FONSI) | A document prepared by a federal agency showing why a proposed action would not have a significant impact on the environment and thus would not require preparation of an Environmental Impact Statement (EIS). A FONSI is based on the results of an Environmental Assessment (EA). |
| Fixed Guideway System | A system of vehicles that can operate only on its own guideway constructed for that purpose (e.g., rapid rail, light rail). Federal usage in funding legislation also includes exclusive right-of-way bus operations, trolley coaches and ferryboats as "fixed guideway" transit. |
| Fixed Route | Service provided on a repetitive, fixed-schedule basis along a specific route with vehicles stopping to pick up and deliver passengers to specific locations; each fixed-route trip serves the same origins and destinations, unlike demand responsive and taxicabs. |
| Frequent Transit Network | <p>The Frequent Transit Network (FTN) represents the highest orders of transit service within the region. The FTN represents corridors where transit service would be provided, but does not presume specific street alignments. Street alignments will be determined in future studies. FTN stops will be located closest to the highest density development within the corridor.</p> <p>FTN Corridors will have the following characteristics:</p> <ul style="list-style-type: none"> • Enables a well-connected network that provides regional circulation • Compatible with and supportive of adjacent urban design goals • Operates seven days a week in select corridors • Service hours are appropriate for the economic and social context of the area served • Coverage consists of at least 16 hours a day and area riders trip origins or destinations are within ¼ of a mile-straight line distance • Frequency is at least every 10-15 minutes in peak travel times • Speed is no less than 40 percent of the roadway speed limit • Coverage throughout the region is geographically equitable and serves Title VI protected populations • Transit service is reliable and runs on schedule |
| Geographic Information System (GIS) | Data management software tool that enables data to be displayed geographically (i.e., as maps). |

| Terms | Definitions |
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| Guideway | A transit right-of-way separated from general purpose vehicles. |
| Headway | Time interval between vehicles passing the same point while moving in the same direction on a particular route. |
| Hydrology | Refers to the flow of water including its volume, where it drains and how quickly it flows. |
| Impacts | A term to describe the positive or negative effects upon the natural or built environments as a result of an action (i.e., project). |
| Independent Utility | A project or section of a larger project that would be a usable and reasonable expenditure even if no other projects or sections of a larger project were built and/or improved. |
| Intergovernmental Agreement | A legal pact authorized by state law between two or more units of government, in which the parties contract for, or agree on, the performance of a specific activity through either mutual or delegated provision. |
| Intermodal | Those issues or activities which involve or affect more than one mode of transportation, including transportation connections, choices, cooperation and coordination of various modes. Also known as "multimodal." |
| Joint Development | Ventures undertaken by the public and private sectors for development of land around transit stations or stops. |
| Kiss and Ride | A place where commuters are driven and dropped off at a station to board a public transportation vehicle. |
| Layover Time | Time built into a schedule between arrival at the end of a route and the departure for the return trip, used for the recovery of delays and preparation for the return trip. |
| Lead Agency | The organization that contracts and administers a study. For transit projects, FTA would typically fill this role. The lead agency has the final say about the project's purpose and need, range of alternatives to be considered, and other procedural matters. |
| Level of Detail | The amount of data collected, and the scale, scope, extent, and degree to which item-by-item particulars and refinements of specific points are necessary or desirable in carrying out a study. |
| Level of Service (LOS) | Level of service (LOS) is a measure used by traffic engineers to determine the effectiveness of elements of transportation infrastructure. LOS is most commonly used to analyze highways, but the concept has also been applied to intersections, transit, and water supply. |
| Limited (or Controlled) Access | Restricted entry to a transportation facility based upon facility congestion levels or operational condition. For example, a limited access roadway normally would not allow direct entry or exit to private driveways or fields from said roadway. |
| Light Rail Transit (LRT) | Steel wheel/steel rail transit constructed on city streets, semi-private right-of-way, or exclusive private right-of-way. Formerly known as "streetcar" or "trolley car" service, LRT's major advantage is operation in mixed street traffic at grade. LRT vehicles can be coupled into trains, which require only one operator and often are used to provide express service. |

| Terms | Definitions |
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| Liquefaction | A phenomenon associated with earthquakes in which sandy to silty, water saturated soils behave like fluids. As seismic waves pass through saturated soil, the structure of the soil distorts, and spaces between soil particles collapse, causing ground failure. |
| Liquefied Natural Gas (LNG) | An alternative fuel; a natural gas cooled to below its boiling point of 260 degrees Fahrenheit so that it becomes a liquid; stored in a vacuum bottle-type container at very low temperatures and under moderate pressure. LNG vapor is lighter than air. |
| Local Streets | Local streets have the sole function of providing direct access to adjacent land. Local streets are deliberately designed to discourage through traffic movements. |
| Locally Preferred Alternative (LPA) | The Locally Preferred Alternative is the alternative selected through the Alternatives Analysis process completed prior to or concurrent with NEPA analysis. This term is also used to describe the proposed action that is being considered for New Starts or Small Starts funds. |
| Maintenance area | An air quality designation for a geographic area in which levels of a criteria air pollutant meet the health-based primary standard (national ambient air quality standard, or NAAQS) for the pollutant. An area may have on acceptable level for one criteria air pollutant, but may have unacceptable levels for others. Maintenance/attainment areas are defined using federal pollutant limits set by EPA. |
| Maintenance facility | A facility along a corridor used to clean, inspect, repair and maintain rail vehicles, as well as to store them when they are not in use. |
| Major Arterial | Major arterial streets should serve to interconnect the roadway system of a city. These streets link major commercial, residential, industrial and institutional areas. Major arterial streets are typically spaced about one mile apart to assure accessibility and reduce the incidence of traffic using collectors or local streets for through traffic in lieu of a well placed arterial street. Access control, such as raised center medians, is a key feature of an arterial route. Arterials are typically multiple miles in length. |
| Major Investment Study (MIS) | An alternatives analysis study process for proposed transportation investments which a wide range of alternatives is examined to produce a smaller set of alternatives that best meet project transportation needs. The purpose of the study is to provide a framework for developing a package of potential solutions that can then be further analyzed during an Environmental Impact Statement (EIS) process. |
| Metropolitan Planning Organization (MPO) | The organization designated by local elected officials as being responsible for carrying out the urban transportation and other planning processes for an area. |
| Minimum Operable Segment | A stand-alone portion of the alternative alignment that has independent utility, allowed by FTA to be considered as interim termini for a project. A minimum operable segment (MOS) provides flexibility to initiate a project with available funding while pursuing additional funding to complete the remainder of the project. |

| Terms | Definitions |
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| Minor Arterial | Minor arterial street system should interconnect with and augment the urban major arterial system and provide service to trips of moderate length at a somewhat lower level of travel mobility than major arterials. This system also distributes travel to geographic areas smaller than those identified with the higher system. The minor arterial street system includes facilities that allow more access and offer a lower traffic mobility. Such facilities may carry local bus routes and provide for community trips, but ideally should not be located through residential neighborhoods. |
| Mitigation | A means to avoid, minimize, rectify, or reduce an impact, and in some cases, to compensate for an impact. |
| Mode | A particular form or method of travel distinguished by vehicle type, operating characteristics and right-of-way separation from other traffic. |
| Modal Split | A term which describes how many people use alternative forms of transportation. Frequently used to describe the percentage of people using private automobiles as opposed to the percentage using public transportation. |
| National Environmental Policy Act of 1969 (NEPA) | A comprehensive federal law requiring analysis of the environmental impacts of federal actions such as the approval of grants; also requiring preparation of an Environmental Impact Statement (EIS) for every major federal action significantly affecting the quality of the human environment. |
| New Starts | Federal funding granted under Section 3(j) of the Federal Transit Act. These discretionary funds are made available for construction of a new fixed guideway system or extension of any existing fixed guideway system, based on cost-effectiveness, alternatives analysis results and the degree of local financial commitment. |
| No Action or No-Build Alternative | An alternative that is used as the basis to measure the impacts and benefits of the other alternative(s) in an environmental assessment or other National Environmental Policy Act (NEPA) action. The No-Build alternative consists of the existing conditions, plus any improvements which have been identified in the Statewide Transportation Improvement Program (STIP). |
| Nonattainment Area | Any geographic region of the United States that the U.S. Environmental Protection Agency (EPA) has designated as not attaining the federal air quality standards for one or more air pollutants, such as ozone and carbon monoxide. |
| Notice of Intent | A Federal announcement, printed in the Federal Register, advising interested parties that an environmental impact statement will be prepared and circulated for a given project |
| Off-Peak Period | Non-rush periods of the day when travel activity is generally lower and less transit service is scheduled. Also called "base period." |
| Park & Ride | Designated parking areas for automobile drivers who then board transit vehicles from these locations. |
| Participating Agency | A federal or non-federal agency that may have an interest in the project. These agencies are identified and contacted early-on in the project with |

| Terms | Definitions |
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| | an invitation to participate in the process. This is a broader category than "cooperating agency" (see cooperating agency). |
| Passenger Miles | The total number of miles traveled by passengers on transit vehicles; determined by multiplying the number of unlinked passenger trips times the average length of their trips. |
| Peak hour | The hour of the day in which the maximum demand for transportation service is experienced (refers to private automobiles and transit vehicles). |
| Peak Period | Morning and afternoon time periods when transit riding is heaviest. |
| Peak/Base Ratio | The number of vehicles operated in passenger service during the peak period divided by the number operated during the base period. |
| Preferred Alternative | An alternative that includes a major capital improvement project to address the problem under investigation. As part of the decision making process, the Preferred Alternative is compared against the No Action or No-Build Alternative from the standpoints of transportation performance, environmental consequences, cost-effectiveness, and funding considerations. |
| Purpose and Need | The project Purpose and Need provides a framework for developing and screening alternatives. The purpose is a broad statement of the project's transportation objectives. The need is a detailed explanation of existing conditions that need to be changed or problems that need to be fixed. |
| Queuing | Occurs when traffic lanes cannot fit all the vehicles trying to use them, or if the line at an intersection extends into an upstream intersection. |
| Record of Decision (ROD) | A decision made by FTA as to whether the project sponsor receives federal funding for a project. The Record of Decision follows the Draft EIS and Final EIS. |
| Regulatory Agency | An agency empowered to issue or deny permits. |
| Resource Agency | A Federal or State agency or commission that has jurisdictional responsibilities for the management of a resource such as plants, animals, water or historic sites. |
| Revenue Hours | Hours of transit service available for carrying paying riders. |
| Ridesharing | A form of transportation, other than public transit, in which more than one person shares the use of the vehicle, such as a van or car, to make a trip. Also known as "carpooling" or "vanpooling." |
| Ridership | The number of rides taken by people using a public transportation system in a given time period. |
| Right-of-way | Publicly owned land that can be acquired and used for transportation purposes. |
| Safe, Accountable, Flexible, Efficient Transportation Equity Act | A Legacy for Users (SAFETEA-LU) Passed by Congress July 29, 2005, signed by the President August 10, 2005. Includes new and revised program guidance and regulations (approximately 15 rulemakings) with planning requirements related to public participation, publication, and environmental considerations. SAFETEA-LU covers FY 2005 through FY 2009 with a total authorization of \$45.3 billion. |
| Scoping | A formal coordination process used to determine the scope of the |

| Terms | Definitions |
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| | project and the major issues likely to be related to the proposed action (i.e., project). |
| Screening Criteria | Criteria used to compare alternatives. |
| Shuttle | A public or private vehicle that travels back and forth over a particular route, especially a short route or one that provides connections between transportation systems, employment centers, etc. |
| State Implementation Plan (SIP) | A state plan mandated by the Clean Air Act Amendments of 1990 (CAAA) that contains procedures to monitor, control, maintain and enforce compliance with national standards for air quality. |
| Strategy | An intended action or series of actions which when implemented achieves the stated goal. |
| Study Area | The area within which evaluation of impacts is conducted. The study area for particular resources will vary based on the decisions being made and the type of resource(s) being evaluated. |
| Title IV | This title declares it to be the policy of the United States that discrimination on the ground of race, color, or national origin shall not occur in connection with programs and activities receiving Federal financial assistance and authorizes and directs the appropriate Federal departments and agencies to take action to carry out this policy. |
| Throughput | The number of users being served at any time by the transportation system. |
| Transit Oriented Development (TOD) or Nodal Development | An initiative to build transit ridership, while discouraging sprawl, improving air quality and helping to coordinate a new type of community for residents. TODs are compact, mixed-use developments situated at or around transit stops. Sometimes referred to as Transit Oriented Communities, or Transit Villages. |
| Transit System | An organization (public or private) providing local or regional multi-occupancy-vehicle passenger service. Organizations that provide service under contract to another agency are generally not counted as separate systems. |
| Transitway | A BRT priority lane generally with a concrete lane with or without concrete tracks with grass-strip divider and a curb separation, traverseable by general-purpose vehicles at signalized intersections. |
| Transportation Demand Management (TDM) | Strategies to attempt to reduce peak period automobile trips by encouraging the use of high occupancy modes through commuter assistance, parking incentives and work policies which alter the demand for travel in a defined area in terms of the total volume of traffic, the use of alternative modes of travel and the distribution of travel over different times of the day. |
| Transportation Improvement Program (TIP) | A program of intermodal transportation projects, to be implemented over several years, growing out of the planning process and designed to improve transportation in a community. This program is required as a condition of a locality receiving federal transit and highway grants. |
| Travel Shed | Synonymous with “corridor” (see corridor). Sub area in which multiple transportation facilities are experiencing congestion, safety or other problems. |

| Terms | Definitions |
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| Vehicle Hours of Delay | Cumulative delay experience by transit vehicles during high traffic periods. |
| v/ c ratio | Used as a principal measure of congestion. The “V” represents the volume or the number of vehicles that are using the roadway at any particular period. The “C” represents the capacity of a roadway at its adopted LOS. If the volume exceeds the capacity of the roadway (volume divided by capacity exceeds 1.00), congestion exists. |
| Water Quality | Refers to the characteristics of the water, such as its temperature and oxygen levels, how clear it is, and whether it contains pollutants. |
| WEEE | West Eugene EmX Extension |

Attachment C: Detailed Stakeholder Advisory Committee Schedule

| Who | Mtg Date | Purpose | DRAFT Agenda | DRAFT List of Materials (Sent 5-7 days before meeting) | Outcomes |
|-------|----------|--|---|---|---|
| SAC 1 | 5/14/14 | <ul style="list-style-type: none"> Committee Initiation | <ul style="list-style-type: none"> Welcome Introductions Agenda Review Committee Charge & Operations Project Overview Committee Schedule Next Steps Next Meeting Adjournment | <ul style="list-style-type: none"> Project overview Project schedule Project organization Project study area Relationship to other area projects Naming conventions Committee membership list / contact info Committee schedule Committee purpose & charge | <ul style="list-style-type: none"> Understanding of project, process & schedule Commitment to schedule |
| SAC 2 | 5/27/14 | <ul style="list-style-type: none"> Ensure SAC understands FTA project development process RECOMMENDATION: Range of Mode Alternatives Provide feedback on Preliminary Draft PNGO, Evaluation Criteria | <ul style="list-style-type: none"> Welcome Agenda Review What We're Hearing from Community Overview of FTA Project Development Process Key Definitions and Terminology Recommended Mode Alternatives Preliminary Draft Problem Statement Preliminary Draft PNGO Preliminary Draft Evaluation Criteria Next Meeting Adjournment | <ul style="list-style-type: none"> Overview of FTA project development process Key terminology Mode Alternatives Memo (TECH MEMO) PNGO Packet with definitions and preliminary draft problem statement, PNGO, evaluation criteria Summary of Community Input (if any) | <ul style="list-style-type: none"> Understanding of FTA project development process RECOMMENDATION: Range of Mode Alternatives Feedback on Preliminary Draft Problem Statement Feedback on Preliminary Draft PNGO Feedback on Preliminary Draft Evaluation Criteria |
| SAC 3 | 6/24/14 | <ul style="list-style-type: none"> RECOMMENDATION: Draft Problem Statement, Draft PNGO, Draft Evaluation Criteria Begin Alignment Alternatives Discussion & Prepare for upcoming workshop | <ul style="list-style-type: none"> Welcome Agenda Review What We're Hearing from Community Recommendation: Final Revisions to Problem Statement, PNGO and Evaluation Criteria Upcoming Alignment Alternatives Workshop Next Meeting Adjournment | <ul style="list-style-type: none"> Feedback from GT on revisions to Preliminary Draft Problem Statement, PNGO and Evaluation Criteria Summary of Community Input (if any) | <ul style="list-style-type: none"> RECOMMENDATION: Draft Problem Statement, Draft PNGO, Draft Evaluation Criteria Prepare for upcoming alignment alternatives workshop |
| SAC 4 | 7/29/14 | <ul style="list-style-type: none"> Develop Preliminary | <ul style="list-style-type: none"> WORKSHOP: Preliminary Range of | <ul style="list-style-type: none"> Revised Final Draft Problem | <ul style="list-style-type: none"> Preliminary Range of |

| Who | Mtg Date | Purpose | DRAFT Agenda | DRAFT List of Materials (Sent 5-7 days before meeting) | Outcomes |
|-------|----------|---|---|--|--|
| | | Range of Alignment Alternatives | Alignment Alternatives | Statement, PNGO, Evaluation Criteria from GT sent to SCC / LTD Board <ul style="list-style-type: none"> • Range of Mode Alternatives from GT sent to SCC / LTD Board • Recommendation for EmX Route General Service Plan (PLAN) • Baseline Report (Existing and Future Conditions, Critical Environmental Issues) and Team Recommendations (REPORT) • Preliminary Draft Range of Alignment Alternatives (including No-Build & TSM) (SKETCH-LEVEL CONCEPT PLANS) • Summary of Community Input | Alignment Alternatives |
| SAC 5 | 8/26/14 | <ul style="list-style-type: none"> • RECOMMENDATION: Draft Range of Alignment Alternatives to advance into Fatal Flaw Analysis | <ul style="list-style-type: none"> • Welcome • Agenda Review • What We're Hearing from Community • Recommended Draft Range of Alignment Alternatives to advance into Fatal Flaw Analysis (SKETCH-LEVEL CONCEPT PLANS) • Next Meeting • Adjournment | <ul style="list-style-type: none"> • Final Draft Range of Mode Alternatives approved by SCC and LTD Board • Recommended Draft Range of Alignment Alternatives from GT (SKETCH-LEVEL CONCEPT PLANS) • Summary of Community Input | <ul style="list-style-type: none"> • RECOMMENDATION: Draft Range of Alignment Alternatives to advance into Fatal Flaw Analysis |
| SAC 6 | 9/30/14 | <ul style="list-style-type: none"> • Review Fatal Flaw Analysis and Recommendations (TECH MEMO) • RECOMMENDATION: Draft Narrowed Range of Alignment Alternatives to advance into Screening Evaluation (SKETCH-LEVEL CONCEPT PLANS) | <ul style="list-style-type: none"> • Welcome • Agenda Review • What We're Hearing from Community • Team Recommended Preliminary Draft Narrowed Range of Alignment Alternatives to advance into Screening Evaluation (SKETCH-LEVEL CONCEPT PLANS) • Fatal Flaw Analysis and Recommendations (TECH MEMO) • Next Meeting | <ul style="list-style-type: none"> • Final Draft Range of Alignment Alternatives for Fatal Flaw Analysis Approved by GT (SKETCH-LEVEL CONCEPT PLANS) • Fatal Flaw Analysis and Recommendations (TECH MEMO) • Team Recommended Preliminary Draft Narrowed Range of Alignment Alternatives to advance into Screening | <ul style="list-style-type: none"> • RECOMMENDATION: Draft Narrowed Range of Alignment Alternatives to advance into Screening Evaluation (SKETCH-LEVEL CONCEPT PLANS) |

| Who | Mtg Date | Purpose | DRAFT Agenda | DRAFT List of Materials (Sent 5-7 days before meeting) | Outcomes |
|----------------------------|----------|---|---|--|---|
| | | | <ul style="list-style-type: none"> Adjournment | Evaluation (SKETCH-LEVEL CONCEPT PLANS) <ul style="list-style-type: none"> Summary of Community Input | |
| SAC 7 | 10/28/14 | <ul style="list-style-type: none"> Ensure SAC understands Screening Evaluation Process Prepare for Workshop [<i>Could be used as "catch-up" meeting</i>] | <ul style="list-style-type: none"> Welcome Agenda Review What We're Hearing from Community Overview of Screening Evaluation Process Upcoming Workshop to Narrow Range of Alignment Alternatives resulting in Range of Most Promising Alternatives Next Meeting Adjournment | <ul style="list-style-type: none"> Screening Evaluation Packet includes definitions, overview of process Summary of Community Input | <ul style="list-style-type: none"> Understand Screening Process to Evaluate and Narrow Range of Alignment Alternatives resulting in Range of Most Promising Alternatives |
| SAC 8 | 11/18/14 | <ul style="list-style-type: none"> Develop Draft Range of Most Promising Alternatives for consideration in Future Project Phase (SKETCH-LEVEL CONCEPT PLANS) | <ul style="list-style-type: none"> WORKSHOP: Draft Range of Most Promising Alternatives for consideration in Future Project Phase (SKETCH-LEVEL CONCEPT PLANS) | <ul style="list-style-type: none"> Screening Evaluation and Recommendations (REPORT) Team Recommended Range of Most Promising Alternatives for consideration in Future Project Phase (SKETCH-LEVEL CONCEPT PLANS) Summary of Community Input | <ul style="list-style-type: none"> Draft Range of Most Promising Alternatives for consideration in Future Project Phase (SKETCH-LEVEL CONCEPT PLANS) |
| December 2014 – No Meeting | | | | | |
| SAC 9 | 1/27/15 | <ul style="list-style-type: none"> RECOMMENDATION: Draft Range of Most Promising Alternatives for consideration in Future Project Phase (SKETCH-LEVEL CONCEPT PLANS) | <ul style="list-style-type: none"> Welcome Agenda Review What We're Hearing from Community Screening Evaluation and Recommendations (REPORT) GT Recommended Draft Range of Most Promising Alternatives for consideration in Future Project Phase (SKETCH-LEVEL CONCEPT PLANS) Next Meeting – Celebrate! | <ul style="list-style-type: none"> Revised Screening Evaluation and Recommendations (REPORT) Recommended Draft Range of Most Promising Alternatives for consideration in Future Project Phase from GT (SKETCH-LEVEL CONCEPT PLANS) Summary of Community Input | <ul style="list-style-type: none"> RECOMMENDATION: Draft Range of Most Promising Alternatives for consideration in Future Project Phase (SKETCH-LEVEL CONCEPT PLANS) |

| Who | Mtg Date | Purpose | DRAFT Agenda | DRAFT List of Materials (Sent 5-7 days before meeting) | Outcomes |
|--------|----------|---|--|---|--|
| | | | <ul style="list-style-type: none"> Adjournment | | |
| SAC 10 | 2/24/15 | <ul style="list-style-type: none"> Review recommended Final Range of Most Promising Alternatives for consideration in Future Project Phase from GT to SCC / LTD Board Celebrate hard work | <ul style="list-style-type: none"> Welcome Thank You! Final Draft Range of Most Promising Alternatives for consideration in Future Project Phase from GT to SCC / LTD Board (SKETCH-LEVEL CONCEPT PLANS) Next Project Phase Celebration! | <ul style="list-style-type: none"> Final Draft Range of Most Promising Alternatives for consideration in Future Project Phase from GT to SCC / LTD Board (SKETCH-LEVEL CONCEPT PLANS) Celebration Reminder | <ul style="list-style-type: none"> Appreciation and Recognition for hard work |

Core = LTD and Springfield PMs, Consultant Team PM and DPM

SAC = Stakeholder Advisory Committee (representation from businesses, residents)

GT = Governance Team (Springfield Mayor, LTD Board Chair, key staff from LTD, Springfield, and ODOT)

Mail = Date materials are emailed or mailed to Committees

SCC = Springfield City Council

LTD Board = Lane Transit District Board of Directors

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|--------------|---|
| Future Phase | Additional Analysis of Most Promising Alternatives |
| | > Prepare more refined concept drawings |
| | > Complete detailed traffic analysis |
| | > Analyze economic/business/land use impacts |
| | > Prepare detailed estimates of capital and operating cost |
| | > Estimate projected transit ridership and transit travel time |
| | > Conduct more detailed environmental critical issues analysis |
| | Locally Preferred Alternative (LPA) Selection |
| | > Prepare Request to FTA to Enter Project Development |
| | > Prepare Funding Request (process uncertain pending MAP-21 guidance) |
| | > Prepare Environmental Documentation |