



Active Transportation & Complete Streets Projects

Name of Project Cornelius Pass Bicycle and Pedestrian Bridge Design

(project name will be adjusted to comply with ODOT naming convention if necessary)

Project application

The project application provides in depth process, location and project definition details and serves as the nomination form for project funding consideration. **Project applications should be kept to 12 pages total per project.** The application form is available electronically at: <http://www.oregonmetro.gov/rffa>. Please complete the following:

Project Definition

Project Description

- Facility or area: street(s), intersection(s), path or area. = *Oregon Electric Railway Trail crossing Hwy 26*
- Beginning facility or milepost. = *Cornelius Pass Road-Hwy 26 Interchange*
- Ending facility or milepost. = *NW Wagon Way-Rock Creek Trail*
- Provide a brief description of the project elements. = *The proposed project will engage the public, and complete the design & engineering for a bicycle and pedestrian bridge over Hwy 26. This bridge will be a part of the Oregon Electric Railway, to the east of the Cornelius Pass Road Interchange. The project will identify impacts, determine design, engage the public, produce engineering documents, and estimate costs sufficient to proceed in securing subsequent grant funds for construction.*
- City (ies). = *City of Hillsboro adjacent to project*
- County(ies). = *Washington County*

Base project information

- Corresponding RTP project number(s) for the nominated project. = *10552 Cornelius Pass Interchange*
- Attach a completed Public Engagement and Non-discrimination checklist (Appendix A).

Purpose and need statement (The purpose and need statement should address the criteria as they apply to the project, for example: increase non-auto trip access to essential services in the X town center, particularly for the high concentration of Y and Z populations in the project area).

This project is key to overcoming one of the major barriers to bicycling and walking in Washington County: crossing Hwy 26. The existing interchange at Cornelius Pass Road has high traffic volumes, many potential user conflicts, and is not easily navigable by bicycles and walkers of all ages and abilities. A grade-separated crossing to the east of the interchange, along the alignment of the Oregon Electric Railway Trail, would provide a safer and more easily negotiable crossing experience. The connection will provide key access to important destinations including schools, employment, housing, community recreation facilities, and transit. South of the interchange, a protected two-way cycletrack

and sidewalk are currently under construction in the Oregon Electric Railway right of way and will extend to Cornell Road. To the north the crossing will connect to the existing Rock Creek Trail. These facilities attract users of all ages and abilities and filling the gap between them with a safe and comfortable connection will help ensure the full functionality of the corridor as an active transportation and recreation route.

The project would meet the project criteria, including: (1) Improving access to and from Orenco Town Center, a bicycle and pedestrian district (2) Improving access to and from large employment areas north and south of Hwy 26 that include employers such as Intel, Reser Fine Foods, Alliance Packaging, Acumed and others; (3) Improving access to Liberty HS, Lenox Elementary and PCC Rock Creek; (4) Overcoming a barrier to connectivity and improving the user experience for people walking and biking across Hwy26; (5) Serving environmental justice (EJ) populations in access to jobs, connecting to recreation, parks,nature, shopping, as well as other essential destinations for the community; (6) Providing "last mile" connections to/from bus service on Evergreen Blvd, Cornell Rd and improved access to Orenco MAX stations; (7) Separating pedestrian/bicycle traffic from freight and other vehicles on busy arterial roadways and through an interchange with many potential conflict points (8) Connecting to 2040 Town center that feature existing medium- to high-density development; and developing industrial lands(9) a public outreach element that builds on existing efforts (including the recently adopted Trails Master Plan), (10) Leveraging Washington County's unique, dedicated transportation funding resources; and (11) Mitigating roadway expansion impacts on bicycles and pedestrian at the Cornelius Pass Interchange

Attach a completed Active Transportation Design checklist (Appendix C).

- Description of post implementation measurement of project effectiveness (Metro staff is available to help design measurement methodologies for post-construction project criteria performance).

This is a design/ engineering project, effectiveness will be measured in the completion of engineering documents,determination of environmental and right-of-way impact, and community engagement on design. Ultimate success will be the readiness of the design to secure funding and begin construction.

Project Cost and Funding Request Summary

- Attach a completed Cost Methodology workbook (Appendix E) or alternative cost methodology. Describe how the project cost estimate was determined, including details on project readiness and ability for project funding to be obligated within the 2019-21 timeframe. Reference availability of local match funds, status of project development relative to the requirements of federal-aid projects, and indicators of political and community support

The cost estimate draws on recent experience working on the Fanno Creek Bridge (Oleson Rd) Replacement Project, a federally funded project. Matching funds of \$83,000 have been approved from the Washington County Major Street Improvement Program Opportunity Fund. The County and partner City of Hillsboro will also match with staff time for some tasks as detailed in attached estimate. Letters of support have been attached.

- Total project cost
(Include and describe any cost elements beyond those funded by the request + match):=\$800,000
- RFFA funding request by project phase: *Project Development - \$300,000;Engineering - \$500,000*
- Local match or other funds

(minimum match = 10.27% of funds requested + match): \$98,000 (a 12.25% match of \$83,000 from the Opportunity Fund and \$15,000 from the City of Hillsboro)

Map of project area

- Provide a map of the project consistent with GIS shapefile standards found in Appendix B

Project sponsor agency

- Contact information (phone # & email) for: 503.846.7819 shelley_oylear@co.washington.or.us
- Application lead staff = Shelley Oylear (see above)
- Project Manager (or assigning manager)= Joe Younkings 503.846.7832
- Project Engineer (or assigning manager) = Joe Younkings joe_younkings@co.washington.or.us,
- Describe the agencies record in delivering federal aid transportation projects on time and budget or whether the lead agency has failed to deliver a federal aid transportation project and if so, why.

Washington County has delivered numerous federal aid transportation projects in recent years, including the NW 119th Sidewalk Improvement, Fanno Creek (Oleson Rd) Bridge Replacement, Scoggins Creek Bridge Replacement, Meacham Road Bridge over Dairy Creek, Banks-Vernonia Trail Extension, Phillip Harris Bridge (Farmington Road) over the Tualatin River, and nine American Reinvestment and Recovery Act (ARRA) projects. The county has a record of delivering high quality projects, on time and on budget.

- Describe how the agency currently has the technical, administrative and budget capacity to deliver the project, with an emphasis on accounting for the process and requirements of federal aid transportation projects.

The county's Department of Land Use and Transportation Engineer and Construction Services is a robust organization with proven experience in transportation planning, engineering design, and capital project management. The department routinely handles numerous projects at any given time, including federal aid projects and projects in partnership with ODOT such as the current Hwy 47-Verboort/Purdin and David Hill Road roundabouts. We successfully deliver more than \$35 million dollars annually in capital construction projects and between \$2-3 million in bike/pedestrian projects.

Highest priority criteria

1. What communities will the proposed project serve? What are the estimated totals of low-income, low-English proficiency, non-white, elderly and young, and persons with disabilities populations that will benefit from this project, and how will they benefit?

The neighborhoods and residences are primarily to the east of the project corridor both on the north and south sides of the highway, while to the west is primarily employment land, both industrial and commercial. The housing to the south of the project is a concentration of multifamily housing with average populations of low income, non-white, older adults and youth populations, representative of the County overall. Due to the barrier of crossing Hwy 26 discussed earlier and lack of transit on Cornelius Pass Road, transportation-disadvantaged populations do not have very many travel options other than walking or using a private automobile. North of Hwy 26 there are industrial-manufacturing businesses, which have diverse workforces that would be well served by the new connection, available for 24/7 use. Residents north of Hwy 26 are required to navigate high speed, high volume arterials and interchange to reach jobs and community destinations including, bus stops, recreation facilities, and grocery stores. For those who do not have access to a vehicle, this project will fill a gap in the

system and drastically improve safety, mobility and accessibility for people walking, bicycling, using mobility devices crossing Hwy 26. The follow table documents population data for the four census tracts surrounding the project corridor:

<i>Populations</i>	<i>Percentage of Population in Project Area</i>	<i>Percentage of Population in the County</i>
<i>Total Population</i>	<i>100%</i>	<i>100%</i>
<i>Low English Proficiency</i>	<i>1%</i>	<i>9%</i>
<i>Non-White</i>	<i>26%</i>	<i>30%</i>
<i>Over age 65</i>	<i>10%</i>	<i>10%</i>
<i>Under age 18</i>	<i>20%</i>	<i>25%</i>
<i>Low Income</i>	<i>20%</i>	<i>26%</i>

Data Sources: Census 2012 American Community Survey (Total Pop, Low English Prof., White, Non-White, Over 65, Under 18) Census 2013 American Community Survey (Low Income - 185% of poverty level [HC01_EST_VC51])

Student attendance boundary for Liberty High School includes areas both north and south of Hwy 26. The diverse student population would benefit from a dedicated bicycle and pedestrian crossing of Hwy 26 to access their schools and nearby recreation facilities, and Rock Creek Trail.

2. What safety problem does the proposed project address in an area(s) with higher-than-average levels of fatal and severe crashes? How does the proposed project make people feel safer in an area with high walking and bicycling demand by removing vehicle conflicts?

The existing interchange at Cornelius Pass Road is high traffic volumes and high speed

- *South ramps to Imbrie: 43,400 ADT, 44 mph, 8.8% freight*
- *South of West Union: 20,400 ADT, 43 mph, 13.6% freight*

Forecasted volumes indicate an increase in traffic on Cornelius Pass at the interchange of 45% from 2010 to 2035. Current interchange configuration has many potential user conflict points, yield conditions, skewed approaches, and few signalized crossings. Current bicycle and pedestrian crashes are not high but the current environment is not easily navigable by bicycles and walkers of all ages and abilities, which discourages use. A grade separated crossing on the eastside of the interchange, along the alignment of the Oregon Electric Railway Trail would eliminate the many conflict points with vehicles and provide a safer, more comfortable crossing experience.

3. What priority destinations will the proposed project will serve? How will the proposed project improve access to these destinations?

The bridge will create connections and improve access to

- *Orenco Town Center, a bicycle and pedestrian district*
- *Employment areas north and south of Hwy 26 that include employers such Intel, Acumed, and manufacturers such as Reser Fine Foods, Alliance Packaging, and others.*

- *Liberty High School, Lenox Elementary, & trail connections to PCC Rock Creek*
- *Hillsboro Stadium and Ballpark, Hondo Dog Park, the future Crescent Greenway and TopGolf*
- *Shopping and commercial districts (Fred Meyer and Crossroads at Cornell)*

As a key gap in existing trail/bike/pedestrian facilities the bridge will support bicyclists and walkers to reach destinations both in the vicinity and across the county, on a safe and separated facility.

4. How will the proposed project support the existing and planned housing/employment densities in the project area?

The project will serve as connection at the northern edge of a Metro 2040 center (Orenco Town Center) that features existing medium- to high-density development. The town center is also designated as a Pedestrian/Bicycle District in the Washington County TSP. A Pedestrian/Bicycle District identifies an area where high use by pedestrians and cyclists is either observed or intended due to a combination of existing and/or proposed land uses, density, land use mix, community design, availability of transit service and/ or provision of pedestrian and bicycle facilities. Both north and south of Hwy 26 there are existing industrial and manufacturing sites with significant numbers of employees. These areas are poised to see significant growth in employment over the next few years.

North of Hwy 26

- *Existing single and multi-family housing*
- *Existing industrial and manufacturing operations*
- *Potential for new light, campus, and office industrial, one of largest industrial areas in the region with developable sites*

South of Hwy 26

- *Available light industrial and industrial campus land*
- *Existing industrial and manufacturing including one the largest employers in Oregon, Intel*
- *Multi-family and single family housing recently constructed east of Cornelius Pass Road*

The project will create new and viable travel options for employees and residents, increase access to recreation, transit, shopping and services for a wider range of ages and abilities.

Higher priority criteria

5. How does the proposed project complete a gap or improve a deficiency in the Regional Active Transportation network? (See Appendix 1 of the Regional ATP: Network Completion, Gaps and Deficiencies).

In the RATP the project is a Regional Bikeway, a Pedestrian Corridor and in the RTP #10552. Sunset Highway (U.S. 26) is a major physical and psychological barrier that effectively defines the northern area of Washington County with very few local street and trail crossing opportunities. On Hwy 26, interchanges are widely spaced, Cornelius Pass Rd to 185th 1.84 and 1.4 miles Cornelius Pass Rd to Brookwood Parkway. Travel distances to crossings are even longer utilizing the local roadway systems for bicyclists and walkers. The project will provide a new connection over Hwy 26, separate bicyclists and pedestrians from auto and freight traffic, minimize conflict points, and connect existing separated

facilities to complete a gap in the network. The Hwy 26 crossing of the Oregon Electric Railway Trail is an important link of a regional transportation trail to another regional trail, the Rock Creek Trail.

6. What design elements of the proposed project will lead to increased use of Active Transportation modes by providing a good user experience/increasing user comfort? What barriers will be eliminated or mitigated?

The project will link the Oregon Electric Railway Trail from the Cornelius Pass Road cycletrack and sidewalk over Hwy 26, on a bicycle and pedestrian only bridge, and continue as a trail or cycletrack/sidewalk to connect to Wagon Way and Rock Creek Trail. The connection will fill a gap in high quality bike and pedestrian facilities by providing an alternative to mixing with the adjacent interchange traffic, that includes high amounts of freight and commuter traffic. An existing undercrossing of Hwy 26, more than 1 mile east of the interchange, runs along the banks of Rock Creek. The trail frequently floods during storm events and is impassable for large amounts of time during the rainy season. Studies have determined that there is no remedy for the situation short of raising the Hwy 26 roadbed and bridges several meters, in each direction, for miles. The proposed bicycle and pedestrian bridge at Cornelius Pass has been identified as the viable remedy for the situation, providing year round accessibility, more direct access to destinations, and the potential for improved treatments for transportation.

The Hillsboro Trail System Master Plan standard for regional trail is a minimum 12 foot paved surface, with 4 foot soft surface where possible. Regional trails serve a transportation function and will be designed and constructed in ways that facilitate comfortable, convenient travel, considering the characteristics discussed in the Metro ATP. The project will be designed to accommodate users of all ages and abilities, complying with ADA requirements. The bridge design would also conform to the ODOT Bridge Design and Drafting Manual (BDDM) and American Association of State Highway and Transportation Officials (AASHTO) specifications for the Design of Pedestrian Bridges.

Site furniture and landscaping will also be incorporated in the project's design, as will trail and wayfinding signage per Metro and Washington County signage standards. Lighting will also be explored and included where feasible. Because the project area is located within a powerline corridor, Bonneville Power Administration (BPA) and Portland General Electric (PGE) have restrictions on what amenities can be located under high voltage transmission lines. One of the outcomes of this project will be to identify these limitations.

7. How does the proposed project complete a so-called 'last-mile' connection between a transit stop/station and an employment area(s)?

There is not any existing or planned transit north of Hwy 26 to serve the industrial area, housing or the high school. The bridge would truly provide "last mile" connections to/from bus service on Evergreen Road, Cornell Road, and improved access to the Orenco MAX station and Quatama MAX station.

Priority criteria

8. How will the public be engaged relative to the proposed project? Include description of engagement during project development and construction, as well as demand management efforts to increase public awareness and utilization of the project post-construction. (Metro Regional Travel Options staff is available to help design an effective and appropriate level of education and marketing for your project nomination).

City of Hillsboro will lead public engagement with the County taking on a supporting role. Engagement will build on the extensive outreach that was done as part of the Washington County Bicycle Pedestrian Prioritization Project 2011-12, the Hillsboro Trail System Master Plan 2014-15, the Washington County Transportation System Plan Update 2014-15, and the Cornelius Pass Road Project 2014-16. A public engagement plan will be developed with the project and will include identifying underrepresented population, and choosing tools and techniques for meaningful public engagement. Outreach work will include employees and businesses in the area, not just residents.

9. What additional sources of funding, and the amounts, will be leveraged by an investment of regional flexible funds in the proposed project?

The project will be leveraging the county's Major Streets Transportation Improvement Program (MSTIP) - a permanent property tax levy - specifically Opportunity Funds as a match. These funds have been set aside to leverage grants and other partnerships. City of Hillsboro Parks and Recreation would provide public involvement staffing funded through \$15,000 of regular staff time. The project would leverage upcoming investments in the 2017-2022. Once the project is completed the work will be leveraged to secure funding for construction of the bridge and trail connections.

10. How will the proposed project provide people with improved options to driving in a congested corridor?

The project will create new viable travel options through:

- access to bus routes and more frequent service,*
- reducing travel distances, north-south across Hwy 26 for walkers and bicyclists*
- creation of a comfortable and safe facility for people of all ages and abilities*
- increased the functionality of the corridor for active transportation*
- creating a connection to a high school to reduce need for valet service by parents*
- convenient access for local employees and residents to walk/bike to ballpark, stadium, grocery store, high school, and shopping*

Process

- Describe the planning process that led to the identification of this project and the process used to identify the project to be put forward for funding consideration. (Answer should demonstrate that the process met minimum public involvement requirements for project applications per Appendix A)

The proposed project responds to needs identified in existing plans and studies with considerable public involvement, including: Washington County Bicycle Pedestrian Prioritization Project 2011-12, the Hillsboro Trail System Master Plan 2014-15, the Washington County Transportation System Plan Update 2014-15, and the Cornelius Pass Road Project 2014-16. During the Trails System Master Plan, members of the community specifically asked for long distance trails that extend beyond the City limits providing regional connectivity, which the project proposed to do, connecting to the Rock Creek trail and future trails. Washington County staff have reviewed priority projects from existing plans and studies to develop RFFA project nominations. Staff considered benefits and impacts to underserved populations, access to jobs, along with other priority criteria to help select projects for nomination.

The county public involvement process seeks out and engages community members, providing an opportunity for people to participate in decisions about proposed activities that may affect their environment and/or health. The county has renewed efforts to remove barriers and engage citizens through a variety of formats including open houses, event information tables, website-internet presence, and mailings.

- Describe how you coordinated with regional or other transportation agencies (e.g. Transit, Port, ODOT, Metro, Freight Rail operators, ODOT Region 1, Regional Safety Workgroup, and Utilities if critical to use of right-of-way) and how it impacted the project location and design.

Washington County coordinates with its regional partners through regular phone and e-mail contact and more formally through monthly WCCC and WCCC TAC meetings. These committees include elected officials and technical staff, respectively, from jurisdictions in the county. For this project, key partners include the City of Hillsboro, Tualatin Hills Park and Recreation District (THPRD) and TriMet. All three entities are represented on the WCCC and WCCC TAC and have acknowledged this project nomination. Leading up to this year's RFFA process, Washington County and its partners shared anticipated project nominations at WCCC and WCCC TAC meetings.

Hillsboro Parks and Recreation and Washington County have both worked with BPA on issues related to powerline corridors. This project would continue the working relationship to develop the project design and alignment that is acceptable to both and achieves the desired design elements. Coordination with ODOT will also be done for design compliance with BDDM and right-of-way impacts of structural supports for the bridge.

APPENDIX A – ENVIRONMENTAL JUSTICE COMPLIANCE

Public engagement and non-discrimination certification

Regional flexible funds 2019-21

Background and purpose

Use of this checklist is intended to ensure project applicants have offered an adequate opportunity for public engagement, including identifying and engaging historically underrepresented populations. Applications for project implementation are expected to have analyzed the distribution of benefits and burdens for people of color, people with limited English proficiency and people with low income compared to those for other residents.

The completed checklist will aid Metro in its review and evaluation of projects.

Instructions

Applicants must complete this certification, including a summary of non-discriminatory engagement (see Section B), for projects submitted to Metro for consideration for 2019-21 regional flexible funding.

Project sponsors should keep referenced records on file in case of a dispute. Retained records do not have to be submitted unless requested by Metro.

Please forward questions regarding the public involvement checklist to regional flexible funds allocation project manager Dan Kaempff at daniel.kaempff@oregonmetro.gov or 503-813-7559.

1. Checklist

Transportation or service plan development

- At the beginning of the agency's transportation or service plan, a public engagement plan was developed to encourage broad-based, early and continuing for public involvement.
Retained records: public engagement plan and/or procedures
- At the beginning of the agency's transportation or service plan, a jurisdiction-wide demographic analysis was completed to understand the location of communities of color, limited English proficient and low-income populations, disabled, seniors and youth in order to include them in engagement opportunities.
Retained records: summary of or maps illustrating jurisdiction-wide demographic analysis
- Public notices included a statement of non-discrimination (Metro can provide a sample).
Retained records: public engagement reports including/or dated copies of notices
- Throughout the process, timely and accessible forums for public input were provided.
Retained records: public engagement reports including/or descriptions of opportunities for ongoing engagement, descriptions of opportunities for input at key milestones, public meeting records, online or community survey results

- ☒ Throughout the process, appropriate interested and affected groups were identified and contact information was maintained in order to share project information, updates were provided for key decision points, and opportunities to engage and comment were provided.

Retained records: *public engagement reports including/or list of interested and affected parties, dated copies of communications and notices sent, descriptions of efforts to engage the public, including strategies used to attract interest and obtain initial input, summary of key findings; for announcements sent by mail or email, documented number of persons/groups on mailing list*

- ☒ Throughout the process, focused efforts were made to engage underrepresented populations such as communities of color, limited English proficient and low-income populations, disabled, seniors and youth. Meetings or events were held in accessible locations with access to transit. Language assistance was provided, as needed, which may include translation of key materials, using a telephone language line service to respond to questions or take input in different languages and providing interpretation at meetings or events.

Retained records: *public engagement reports including/or list of community organizations and/or diverse community members with whom coordination occurred; description of language assistance resources and how they were used, dated copies of communications and notices, copies of translated materials, summary of key findings*

- ☒ Public comments were considered throughout the process, and comments received on the staff recommendation were compiled, summarized and responded to, as appropriate.

Retained records: *public engagement reports or staff reports including/or summary of comments, key findings and final staff recommendation, including changes made to reflect public comments*

- ☒ Adequate notification was provided regarding final adoption of the plan or program, at least 15 days in advance of adoption, if feasible, and follow-up notice was distributed prior to the adoption to provide more detailed information. Notice included information and instructions for how to testify, if applicable.

Retained records: *public engagement reports or final staff reports including/or dated copies of the notices; for announcements sent by mail or email document number of persons/groups on mailing list*

Project development

This part of the checklist is provided in past tense for applications for project implementation funding. Parenthetical notes in future tense are provided for applicants that have not completed project development to attest to ongoing and future activities.

- ☒ At the beginning of project development, a public engagement plan was (is budgeted to be) developed to encourage broad-based, early and continuing opportunity for public involvement.

Retained records: *public engagement plan and/or procedures*

- ☒ At the beginning of project development, a demographic analysis was (is budgeted to be) completed for the area potentially affected by the project to understand the location of

communities of color, limited English proficient and low-income populations, disabled, seniors and youth in order to include them in engagement opportunities.

Retained records: *summary of or maps illustrating demographic analysis*

- Throughout project development, project initiation and requests for input were (will be) sent at least 15 days in advance of the project start, engagement activity or input opportunity.

Retained records: *public engagement reports including/or dated copies of notices*

- Throughout project development, public notices included (will include) a statement of non-discrimination.

Retained records: *public engagement reports including/or dated copies of notices*

- Throughout project development, timely and accessible forums for public input were (will be) provided.

Retained records: *public engagement reports including/or descriptions of opportunities for ongoing engagement, descriptions of opportunities for input at key milestones, public meeting records, online or community survey results*

- Throughout project development, appropriate interested and affected groups were (will be) identified and contact information was (will be) maintained in order to share project information, updates were (will be) provided for key decision points, and opportunities to engage and comment were (will be) provided.

Retained records: *public engagement reports including/or list of interested and affected parties, dated copies of communications and notices sent, descriptions of efforts to engage the public, including strategies used to attract interest and obtain initial input, summary of key findings; for announcements sent by mail or email, documented number of persons/groups on mailing list*

- Throughout and with an analysis at the end of project development, consideration was (will be) given to the benefits and burdens of the project for people of color, people with limited English proficiency and people with low income compared to those for other residents, as identified through engagement activities.

Retained records: *staff reports including/or description of identified populations and information about benefits and burdens of the project for them in relation to other residents;*

- There was a finding of inequitable distribution of benefits and burdens for people of color, people with limited English proficiency and people with low income

Submitted records: *for a finding of inequitable distribution of benefits and burdens, attach analysis, finding and documentation justifying the project and showing there is no less discriminatory alternative.*

- Public comments were (will be) considered throughout project development, and comments received on the staff recommendation were (will be) compiled, summarized and responded to, as appropriate.

Retained records: public engagement reports or staff reports including/or summary of comments, key findings and final staff recommendation, including changes made to reflect public comments

- Adequate notification was (will be) provided regarding final adoption of the plan, at least 15 days in advance of adoption, if feasible, and follow-up notice was distributed prior to the adoption to provide more detailed information. Notice included (will include) information and instructions for how to testify, if applicable.

Retained records: public engagement reports or final staff reports including/or dated copies of the notices; for announcements sent by mail or email document number of persons/groups on mailing list

2. Summary of non-discriminatory engagement

Attach a summary (1-2 pages) of the key elements of the public engagement process, including outreach to communities of color, limited English and low-income populations, for this project or transportation or service plan.

3. Certification statement

Hillsboro Parks & Recreation (agency) certifies adherence to engagement and non-discrimination procedures developed to enhance public participation and comply with federal civil rights guidance.

As attested by:



(signature)

Dave Miletich - Director

(name and title)

8/22/16

(date)

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- Throughout the process, timely and accessible forums for public input were provided.
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- ✓ Throughout the process, appropriate interested and affected groups were identified and contact information was maintained in order to share project information, updates were provided for key decision points, and opportunities to engage and comment were provided.

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- Throughout project development, timely and accessible forums for public input were (will be) provided.

Retained records: *public engagement reports including/or descriptions of opportunities for ongoing engagement, descriptions of opportunities for input at key milestones, public meeting records, online or community survey results*

- Throughout project development, appropriate interested and affected groups were (will be) identified and contact information was (will be) maintained in order to share project information, updates were (will be) provided for key decision points, and opportunities to engage and comment were (will be) provided.

Retained records: *public engagement reports including/or list of interested and affected parties, dated copies of communications and notices sent, descriptions of efforts to engage the public, including strategies used to attract interest and obtain initial input, summary of key findings; for announcements sent by mail or email, documented number of persons/groups on mailing list*

- Throughout and with an analysis at the end of project development, consideration was (will be) given to the benefits and burdens of the project for people of color, people with limited English proficiency and people with low income compared to those for other residents, as identified through engagement activities.

Retained records: *staff reports including/or description of identified populations and information about benefits and burdens of the project for them in relation to other residents;*

- There was a finding of inequitable distribution of benefits and burdens for people of color, people with limited English proficiency and people with low income

Submitted records: *for a finding of inequitable distribution of benefits and burdens, attach analysis, finding and documentation justifying the project and showing there is no less discriminatory alternative.*

- Public comments were (will be) considered throughout project development, and comments received on the staff recommendation were (will be) compiled, summarized and responded to, as appropriate.

Retained records: public engagement reports or staff reports including/or summary of comments, key findings and final staff recommendation, including changes made to reflect public comments

- Adequate notification was (will be) provided regarding final adoption of the plan, at least 15 days in advance of adoption, if feasible, and follow-up notice was distributed prior to the adoption to provide more detailed information. Notice included (will include) information and instructions for how to testify, if applicable.

Retained records: public engagement reports or final staff reports including/or dated copies of the notices; for announcements sent by mail or email document number of persons/groups on mailing list

2. Summary of non-discriminatory engagement

Attach a summary (1-2 pages) of the key elements of the public engagement process, including outreach to communities of color, limited English and low-income populations, for this project or transportation or service plan.

3. Certification statement

Washington County Department of Land Use & Transportation (agency) certifies adherence to engagement and non-discrimination procedures developed to enhance public participation and comply with federal civil rights guidance.

As attested by:

[Signature]
(signature)

Andrew Singelakis, Director
(name and title)

August 26, 2016
(date)

APPENDIX C – ACTIVE TRANSPORTATION DESIGN GUIDELINES

The following checklist items are street design elements that are appropriate and desirable in regional mobility corridors. Trail projects should use the *Off-Street and Trail Facilities* checklist (item D) at the end of this list. All other projects should use items A – C.

Use of federal transportation funds on separated pathways are intended for projects that primarily serve a transportation function. Pathways for recreation are not eligible for federal transportation funding through the regional flexible fund process. Federal funds are available from other sources for recreational trails. To allow for comfortable mixing of persons on foot, bicycle and mobility devices at volumes expected to be a priority for funding in the metropolitan region, a 12-foot hard surface with shoulders is a base design width acceptable to FHWA Oregon. Exceptions to this width for limited segments is acceptable to respond to surrounding context, with widths less than 10-feet subject to a design exception process. Wider surfaces are desirable in high volume locations.

- A. Pedestrian Project design elements – check all that apply**
Design elements emphasize separating pedestrians from auto traffic with buffers, increasing the visibility of pedestrians, especially when crossing roadways, and make it easier and more comfortable for people walking to access destinations.

For every element checked describe existing conditions and proposed features:

- Add sidewalks or improve vertical delineation of pedestrian right-of-way (i.e. missing curb)
- Add sidewalk width and/or buffer for a total width of 17 feet (recommended), 10 feet minimum; buffer may be provided by parking on streets with higher traffic volumes and speeds (over 35 mph, ADT over 6,000)
- Add sidewalk width and/or buffer for a total width of 10 feet (recommended), 8 feet minimum on streets with lower traffic volumes and speeds (ADT less than 6,000 and 30 mph or less); Buffer may be provided by parking, protected bike lane, furnishing zone, street trees/planting strip
- Sidewalk clear zone of 6 feet or more
- Remove obstructions from the primary pedestrian-way or add missing curb ramps
- Add pedestrian crossing at appropriate location
- Re-open closed crosswalks
- Raised pedestrian refuge median or raised crossing, required if project is on a roadway with 4 or more lanes
- Reduced pedestrian crossing distance
- Narrowed travel lanes
- Reduced corner radii (e.g. truck apron)
- Curb extensions
- Rectangular Rapid Flashing Beacon (RRFB) or pedestrian signal
- Lighting, especially at crosswalks – pedestrian scale (10-15 feet), preferably poised over sidewalk
- Add countdown heads at signals
- Shorten signal cycle lengths of 90 seconds or less – pedestrian friendly signal timing, lead pedestrian intervals
- Access management: minimize number and spacing of driveways
- Arterial traffic calming: Textured intersections, gateway treatments, raised medians, road diets, roundabouts
- Wayfinding
- Benches

- Transit stop amenities or bus stop pads
- Add crosswalk at transit stop
- Pedestrian priority street treatment (e.g. woonerf) on very low traffic/low volume street

B. Bicycle Projects design elements

Design elements emphasize separating bicycle and auto traffic, increasing visibility of bicyclists, making it easier and more comfortable for people traveling by bicycle to access routes and destinations.

For every element checked describe existing conditions and proposed features:

- On streets with higher traffic volumes and speeds (over 35 mph, ADT over 6,000): Buffered bicycle lane, 6 foot bike lane, 3 foot buffer; Protected bikeway with physical separation (e.g. planters, parking); Raised bikeway
- Separated multi-use trail parallel to roadway
- Bike priority treatments at intersections and crossings (i.e. advance stop lines, bike boxes, signals, high-intensity activated crosswalk (HAWK) signals, user-activated signals)
- Medians and crossing treatments
- Wayfinding, street markings
- Lighting at intersections
- Bicycle boulevard treatment where ADT is less than 3,000 per day: Buffered bicycle lane, 6 foot bike lane, 3 foot buffer

C. Other Complete Street Features

For every element checked describe existing conditions and proposed features:

- Turning radius improvements (freight route only)
- Gateway feature
- Street trees
- ITS elements (i.e. signal timing and speed detection)

D. Off-Street and Trail Facilities

For every element checked describe existing conditions and proposed features:

- Minimum 12' trail width (plus 2' graded area each side)
- Always maintains minimum 5' separation when adjacent to street **or** never adjacent to street
- All on-street segments include improvements beyond bike lanes (item C, above) **or** no on-street segments
- All street crossings include an appropriate high-visibility crosswalk treatment **or** treatment compliant with county standards
- All 4-lane street crossings include appropriate refuge island **or** no 4-lane street crossings
- Frequent access points (generally every ¼-mile)
- All crosswalks and underpasses include lighting
- Trail lighting throughout - where allowed in BPA corridor
- Trailhead improvements
- Rest areas with benches and wheelchair spaces
- Wayfinding or interpretive signage
- Signs regulating bike/pedestrian interaction (e.g. bikes yield to pedestrians)
- Trail priority at all local street/driveway crossings



WASHINGTON COUNTY

OREGON

Engineering and Construction Services

Cornelius Pass Road / Hwy 26 Crossing

Cornelius Pass Road Cycleway to Wagon Way

Proposed RFFA Grant Project



DISCLAIMER: This product is for informational purposes and may not have been prepared for, or be suitable for legal, engineering or surveying purposes. Users of this information should review or consult the primary data and information sources to ascertain the usability of the information.

Map Date: August 22, 2016

Prepared by: RAC

Not to Scale

Project Development and Design Estimate

Oregon Electric Railway-Cornelius Pass Rd Bicycle and Pedestrian Bridge

8/24/2016

Task	% of Design Estimate	Estimated Cost Totals	
Project Management	8%	\$49,273	
Survey and Mapping	6%	\$36,955	
Environmental Services	10%	\$61,592	
ROW	6%	\$36,955	
Public Involvement	5%	\$30,796	
Utility Coordination	5%	\$30,796	
ODOT Coordination	8%	\$49,273	
Landscape Architecture	4%	\$24,637	
Trail Engineering	5%	\$30,796	
Traffic Engineering	6%	\$36,955	
Bridge Design	5%	\$30,796	
Bridge Engineering	12%	\$73,910	
Geotechnical Engineering	8%	\$49,273	
Stormwater Drainage Mgmt	12%	\$73,910	615,915
			615,915
Contingency	120.00%	\$123,183	739,098
Cost Escalation (2016-2020) 2% annually	108.24%	\$60,902	800,000
			800,000 Project Estimate
			15,000 Hillsboro Staff Match
			83,000 Opportunity Fund Match
			702,000 RFFA Fund Request



Summary of non-discriminatory engagement

Community Input is an essential aspect of every City of Hillsboro planning project. The City provided several opportunities for member of the public to express input and feedback on the Trails Master Plan. Information was gathered from community member via public meetings, an on-line survey, a Citizen's Advisory Committee, and targeted outreach to key stakeholders.

Public Meetings

Three Public meetings were held at the Hillsboro Public Library on NW Brookwood Parkway and one at the Shute Park Aquatic Center to specifically engage the Latino Community. An additional informational booth was set-up at the M&M Swap meet center. These meetings were held at key stages of the plan development. At each meeting the following opportunities to engage and provide input were available: exhibit review and comment, overview power-point presentation, and interactive input sessions and questions.

Meeting topics and dates were as follows:

Meeting #1 - November 12, 2014

Meeting #2- January 7th, 2015 (Latino Community)

Project Overview, Visioning, Existing Conditions, Opportunities, and Challenges.

Meeting #3- February 25th, 2015

Summary of Public Input and Values, Trail Selection Criteria, Trail Classifications and Design Guidance. Crescent Park Greenway, and Rock Creek Trail Alignment.

Meeting #4- May 20th, 2015

Informational booth – June 26, 2015 (Latino Community)

Draft Trails Master Plan, Overall Network, Rock Creek Trail Alignment, and Crescent Park Greenway.

On-line Survey

An on-line survey was posted to the City's website in early December and remained open for of two months. An e-mail was sent to 7,800 individuals notifying them of the opportunity to provide input on the Trails Master Plan. The survey was available in both English and Spanish. Approximately fifty-five responses were received with nearly one- fifth being in Spanish. While the over number of responses is low. IT provides some indication of preferences.

Advisory Committees

Two advisory committees were formed to inform the project consultants as well as review materials and provide feedback.

Technical Advisory Committee (TAC): Regional Trail Planner from Metro Regional Government. Washington County's Bicycle and Pedestrian Program Coordinator, a staff member from Washington County's Public Health Department, a representative of the City of Hillsboro's Transportation Department, and an environmental scientist with Clean Water Services.

Citizen Advisory Committee (CAC): Spectrum of community representatives. Efforts were made to invite individual's representative of the demographic composition and different neighborhoods of the City of Hillsboro. Members included: a Parks Commission Liaison, walking and bicycling advocate, Latino residents, a health professional, retirees and students.

Stakeholder Meetings

Meetings were held during April 2015 with several community stakeholders or groups to discuss the Hillsboro Trail Master Plan. Input related to the project vision, community needs, and concerns were discussed. Key stakeholders included: The Hillsboro Chamber of Commerce, the Jackson School Homeowner's Association, Hillsboro School District, and residents of the Camwal neighborhood.

Washington County TSP: Public involvement summary

PREPARED FOR: Washington County
COPY TO: Carl Springer, DKS
PREPARED BY: Kristin Hull and Brandy Steffen, CH2M HILL
DATE: May 30, 2014

Background

The public involvement process for *Washington County 2035 Transportation Plan*, or transportation system plan (TSP), began in 2012 and was a prominent element of the planning process. The TSP update was developed in two phases: the first phase focused on updating policies and understanding existing and future conditions; the second phase focused on updating the modal and funding plans.

The project team developed a robust public involvement plan to ensure that all interested residents, business owners and other stakeholders had the opportunity to meaningfully participate in the process. This included efforts to engage the broader community and targeted outreach to people not traditionally involved in planning efforts.

Public involvement strategies

This summary provides an overview of the public engagement strategies used, how effective each was, and lessons learned for improvement on future projects. Title VI and Environmental Justice outreach is incorporated throughout this document.

The project team developed a set of public involvement goals to help gauge the effectiveness of each strategy. Additionally, effectiveness was assessed with additional criteria, including the number of participants, the quality of input collected, and the variety of viewpoints/stakeholders represented in the planning process.

Goals

The primary goal of the public involvement process was to ensure that all interested residents, business owners, and other stakeholders had the opportunity to meaningfully participate in the TSP update. Specifically, the TSP process would:

1. Provide early and ongoing opportunities for stakeholders to raise issues and concerns.
2. Provide all stakeholders with the opportunity to be involved and provide input through public events and online comment cards, interactive maps, and project team contact information.
3. Encourage the participation of all stakeholders regardless of race, ethnicity, age, disability, income, or primary language by offering alternative engagement opportunities (related to Title VI and Environmental Justice federal requirements).
4. Build upon existing and develop new relationships with jurisdictions, service providers, organizations, and interest groups that may be impacted by this effort or who may have constituents affected by the outcomes.
5. Use existing partnerships to build awareness of the TSP update, increase participation opportunities, and to build additional partnerships that can be leveraged in the future.

Advisory Committees

The project team coordinated with two advisory committees appointed by the Board of County Commissioners for the duration of the planning process.

- The Community Advisory Committee (CAC), an 18-member group consisting of neighborhood, business and advocacy group representatives, provided input and advice throughout development of the TSP update. The CAC met a total of 15 times between March 2012 and May 2014, including six work group sessions. All CAC meetings were open to the public and provided an opportunity for public comment.
- The Interagency Coordinating Committee (ICC), a technical committee consisting of representatives from local cities, Tualatin Hills Park & Recreation District (THPRD), TriMet, Metro, Tualatin Valley Fire & Rescue (TVF&R), Port of Portland and Oregon Department of Transportation (ODOT) provided input and advice during the development of the TSP update and considered the policy implications within the jurisdictions they represent. The ICC met a total of 9 times between May 2012 and May 2014. All ICC meetings were open to the public and provided an opportunity for public comment.

During Phase 1, the CAC and ICC met to review interim work products and to develop policy and technical direction for the TSP. The draft goals, objectives, and strategies were reviewed by the CAC, ICC, and other interested parties through May 2013. Based upon comments received during this period, staff revised the draft TSP and developed Ordinance No. 768.

During Phase 2, the CAC and ICC continued to meet to review interim work products. The CAC, ICC, and other interested parties reviewed the draft modal plans and maps through April 2014. The groups spent substantial time reviewing changes to the functional classification and lane numbers maps. Based upon comments received during this period, staff revised the draft TSP modal plans and developed Ordinance No. 783.

Effectiveness

The advisory committees were established at the start of the planning process to ensure that there was time to bring each stakeholder into the process, ensure that they were all at the same starting point (regardless of previous involvement with government agencies), and were clear on the decision-making structure. The two committees were encouraged to participate in other public outreach activities and to share information with their constituents/groups. The CAC represented a geographically diverse range of stakeholder interests.

Table 2. CAC membership

Category of interests	Represented groups
Citizen (general interest)	CPOs
Modal interests	Auto (all represent; no dedicated appointee) Bicyclist Pedestrian Transit/transportation disadvantaged Freight/trucking Demand management
Other Interests	Economic development Business Homebuilding Rural freight Youth Public health
Ex officio	Planning Commission Rural Roads Operations and Maintenance Committee (RROMAC) Urban Road Maintenance District Advisory Committee (URMDAC)

There was little turn over in committee member participation, which allowed for each stakeholder group to be represented equally throughout the process. Existing relationships were strengthened and new relationships were developed.

Lessons learned for future work

A clear decision making process was critical to the success of the ICC and CAC, as well as the rest of the public involvement strategies. By understanding how the committees fit in the decision making structure, members were able to provide information in an advisory role that helped the other decision makers make recommendations and decisions.

While there were differences of opinion between members, members developed relationships and respect for one another's positions during the course of the planning process. While each decision was not unanimously agreed upon, each member felt that the final TSP was acceptable. County staff's willingness to listen and adapt based on stakeholder input was very well received and demonstrated that the County was sincerely incorporating public feedback into the planning process.

The CAC was heavily influenced by alternative mode and neighborhood interests. Additional participation by business leaders, freight representatives and commuters would benefit future groups. In addition, the team was unsuccessful at recruiting a youth representative. Partnering with a youth service organization might be a way to gather input from young residents.

Title VI and Environmental Justice

The advisory included a transit representative that represented the needs of transit-dependent residents. The County did not request demographic information from committee members necessary to document the diversity of committee members.

Stakeholder Interviews

The project team conducted nine stakeholder interviews in April and May 2012. Participants were selected to complement other engagement efforts and help identify countywide transportation priorities. The following stakeholders were interviewed:

- Heather McCarey, Westside Transportation Alliance
- Elaine Wells, Ride Connection
- Jonathan Schlueter, Westside Economic Alliance
- Mary Kyle McCurdy, 1000 Friends of Oregon
- Dr. Philip Wu, Kaiser
- Michael Monnier, Nike
- Dan Sheldon, Sheldon Manufacturing
- Morgan Anderson, Intel
- Keith Fishback, Fishback Nursery

Effectiveness

While there were a small number of interviews, they were carefully selected to represent a wide range of viewpoints that were not already represented on the advisory committees. These viewpoints were critical to the development of the TSP update and may not have been collected through other public outreach opportunities. These interviewees were added to the mailing list to encourage them to participate throughout the process and to share the information with their groups/employees. Stakeholders were also asked about effective involvement techniques, which helped the team tailor strategies to the various stakeholder groups.

Lessons learned for future work

While stakeholder interviews can be labor intensive, they provide a sure way to collect information or stakeholder viewpoints deemed critical to the TSP update planning process. In-person interviews yielded the best information. It helped to have only one County staff person in attendance with the consultant public involvement specialist, so that stakeholders were comfortable discussing their concerns.

Title VI and Environmental Justice

Ride Connection provides transit service to seniors or people with disabilities (many of whom are low-income or people of color).

Public Open Houses

To gain an understanding of public perspectives on the transportation system and define community aspirations, the project team held open houses at three locations in Washington County during June 2012 (Hillsboro, Beaverton, and Tigard) and four public open houses to review the TSP, including the modal plans, in January 2014 (Cedar Mill, Hillsboro, Tigard, Beaverton). Efforts were made to “piggy-back” on existing events to make attendance easier for the public (one-stop shopping approach) and to allow for a wider distribution of publication/outreach efforts.

The County prepared a postcard notification for the summer 2012 open houses (also translated into Spanish) encouraging people to attend one of the three open houses, and inviting input through the website. The postcard was distributed to all PO Boxes within the following ZIP codes: 97006, 97007, 97062, 97106, 97113, 97116, 97119, 97123, 97133, 97281, 97075, and 97140. A total of 13,080 postcards were mailed.

Promotion activities for the 2014 events included English/Spanish notification cards distributed to all libraries in Washington County, in lobbies of the Cornelius Virginia Garcia Medical Center and Centro Cultural, in post offices throughout Washington County, in the lobbies of the Public Services Building, as well as at meetings of the planning directors, Aloha Business Association, Cedar Mill Business Association, Aloha Unite! and Aloha-Reedville Technical Advisory Committee. Additional promotions included a media release posted on the TSP website, a public service announcement on Tualatin Valley Community Television, announcement in the Citizen Participation Organization monthly newsletters and English display ads in three different Community Newspaper publications and two in El Latino de Hoy and El Hispanic News in Spanish.

Additionally, Washington County staff recorded a talk-show segment about the TSP on Community Close-up, a Tualatin Valley Community Television production, which aired during December 2013 in advance of the January 2014 open houses.

Effectiveness

60 people attended the three meetings in 2012, and 23 comment forms were returned. Most of the attendees were “usual suspects” that typically attend open houses, but the events also attracted neighborhood or business interests from the area.

It is difficult to track the effectiveness of the postcard mailing, since it provided information one-way (i.e., no response or information is collected in return). One measure of effectiveness in the public involvement plan was the “number of new attendees involved in the project as reflected in the additions to the electronic distribution list.” At the start of the project 37 people were on the list, by the end 497 were included.

For the January 2014 events, about 250 people attended the four meetings and 102 comment forms were submitted. Comment forms at open houses asked attendees how they heard about the events. Most respondents heard about the events from emails, from a friend/neighbor/co-worker, newspapers, or the project website. The increased number of participants and comment forms collected indicate effective outreach.

One measure of effectiveness identified in the public involvement plan was the amount of media attention earned (newspaper stories or radio interviews). Over the course of the project nine articles on the project (four were announcing or reporting on the January 2014 open houses) were published in local newspapers.

Lessons learned for future work

Distributing the open houses around the county helped ensure geographical diversity in attendance. However, some open houses had greater participation in those areas where residents tend to be more interested in traditional open houses or where more controversial changes to the transportation system were proposed in the TSP. Advertising through the CPO newsletters and project-related electronic announcements was useful, but still targeted the “usual suspects.” The 2012 postcard mailing allowed for a wide distribution of information, with

relatively low costs per individual contacted (per capita cost for development/printing/ mailing). It also reached out to people that were interested, but not invested in the project (general public).

The larger attendance at the January 2014 events was a result of continued outreach and interaction between County staff and the community. Additionally, presenting a draft plan typically draws larger numbers to events.

Comment forms at open houses asked attendees how they heard about the events. Most attendees heard about the event from emails, from a friend/neighbor/co-worker, newspapers, or the project website. Surveys in January 2014 also asked how the event went, most respondents said it went well and worth their time (no one responded that it was not worth their time).

These events are time and labor-intensive, and therefore more expensive per capita than other techniques. These types of events should be used selectively, when there is something for the public to comment on but still early enough to ensure transparency and inclusion in the planning process.

Title VI and Environmental Justice

There is no way to track the impact of the postcard mailing on Title VI or Environmental Justice communities. However, the text was written for an 8th grade reading level, with efforts made to decrease jargon and describe the project in an approachable fashion. Text was all at a 12 point size or higher for visibility and graphics were used whenever practical, to increase usability for low-literacy readers.

The County collected demographic information. Many participants did not provide it. Of those who responded, most were Caucasian, however, a few attendees reported being Asian/Pacific Islander. The county provided translation services at the January open houses and advertised that translation services were available upon advance request in outreach materials.

Farmers' markets

Staff attended farmers' markets in June and July 2012 at Cedar Mill, Hillsboro, Tualatin, Aloha and Forest Grove. The approach sought to engage people who are not historically involved in transportation planning. The County also participated in one 2013 farmers' market in Hillsboro and three tabling events at the 2014 Beaverton Winter Farmers' Market to encourage the public to stay involved with the TSP process. In an effort to reach additional interested parties, staff leveraged the County Facebook page and WC-Roads Facebook and Twitter pages to send announcements to subscribers about stopping by the TSP booth at the winter farmers' market.

Effectiveness

The summer events resulted in contact with over 300 people and a significant number of comments were received. The winter market had fewer contacts than the summer, but more in-depth conversations about the TSP. Many people who had never heard about the TSP update were engaged in discussion and gained greater knowledge of planning processes that will apply to future outreach.

Lessons learned for future work

These events were very successful for engaging a large number of people with minimal cost investment. It is critical to have friendly, engaging staff members attend these events, since most people at farmers' markets are not actively seeking TSP update information. Small postcards and handouts helped distribute information about the project and the interactive mapping/comment tools. It would be useful to have a Spanish speaker attend events in areas with large Hispanic populations (such as the farmers market in Forest Grove). The winter market was not very well attended and resulted in less than 50 person contacts over three weekends.

Title VI and Environmental Justice

Informational material was translated into Spanish and distributed at these events. These events were the most racially and income-diverse outreach activities.

Project Website and Electronic Engagement

The project website served as an information conduit and engaged the public through interactive maps, a survey, online project video introduction and comment tools. The website was regularly updated with project materials and allowed citizens the opportunity to convey transportation-related concerns and solutions. The project

website hosted a virtual open house during the outreach efforts of summer 2012 and again during January and February 2014.

Effectiveness

It is difficult to determine the effectiveness of websites since the information is distributed and there are fewer ways to count participation. However, unique visits to the website on a monthly basis are one way to measure effectiveness. A rough estimate of visitors to the site showed that a total of 6,118 people visited the site over two years, with an average of 255 people visiting every month. By this measure, the website was effective.

Thirty-four comments were collected during the outreach efforts of summer 2012 and an additional 26 comment forms were submitted in January 2014 through the project website.

Lessons learned for future work

It would be useful to have follow-up surveys (in English and Spanish) posted online to determine the effectiveness of the website and other outreach methods. While this would only provide input from a self-selected set of respondents, it would be a starting point for evaluating and modifying future outreach.

Title VI and Environmental Justice

The website featured a video about the TSP update which was helpful for low-literacy residents. Overview information about the project and materials were posted in both English and Spanish.

Community Group Meetings and Briefings

Staff participated in project briefing sessions with the following community and stakeholder groups and collected additional information from community leaders:

- Committee for Citizen Involvement (CCI)
- Citizen Participation Organization groups (CPO 1, CPO 3, CPO 4B, CPO 4K, CPO 4M, CPO 6, CPO 7, CPO 8, CPO 9, CPO 10, CPO 15)
- Rural Road Operations and Maintenance Advisory Committee (RROMAC)
- Urban Road Maintenance District Advisory Committee (URMDAC)
- Washington County Farm Bureau
- Westside Economic Alliance
- Westside Transportation Alliance
- Adalante Mujures

The County held a joint meeting with CPO 1 and CPO 7 on November 5, 2013 to discuss issues specific to the neighborhoods north of US 26 including transportation projects in North Bethany. This meeting was attended by over 130 people and generated the receipt of 75 comment forms, five prepared statements, and a signed petition during the meeting. Due to the large number of attendees, the meeting primarily included a presentation, short question and answer session, and an open house-style discussion.

The County worked with Save Helvetia and the Washington County Farm Bureau directly to discuss issues related to roads in agricultural areas. The County hosted a targeted meeting to discuss issues specific to rural areas.

The County prepared a one-page handout (also translated into Spanish) about the TSP process, focusing on the modal plans, and inviting input through the website. This handout was distributed at the 2013 farmers markets, as well as the community group meetings and briefing through 2014. The handout was also displayed in the Washington County office lobby.

Effectiveness

Working through existing groups and their distribution channels or email lists is an especially effective way of engaging community members in planning processes. Washington County has built many partnerships in the past that the TSP update was able to build upon. By reaching out to these groups and building new partnerships, the

County was able to increase community engagement capacity during the TSP update and in future work. These groups were informed early and throughout the planning process, which helped increase transparency of the project.

Lessons learned for future work

While this strategy is more labor intensive, it is an important way to engage organized interests. Each of the small groups had around 20 members in attendance and they were encouraged to share the information through their email or print outreach methods. Many groups published information on the TSP update in their regular newsletters.

The large, joint CPO meeting was very well attended and many of the attendees were concerned with the alternatives. By listening to the concerns and then reflecting some changes during the later iterations and open houses, the County was able to address many people's concerns. This transparency was appreciated by the community and helped to build trust that was expressed during the last round of open houses.

The handout allowed for a wider distribution of information, with relatively low costs per individual contacted (per capita cost for development/printing/mailing). It could also be easily updated and provided a useful take-away that public members could read on their own time.

Title VI and Environmental Justice

Adalante Mujures participated in briefing sessions. This organization is a Hispanic community group that provides holistic education and empowerment opportunities to low income Latina women and their families to ensure full participation and active leadership in the community and also manages the Forest Grove Farmers' Market.

There is no way to track the impact of handouts on Title VI or Environmental Justice communities. However, the text was written for an 8th grade reading level, with efforts made to decrease jargon and describe the project in an approachable fashion. Text was all at a 12 point size or higher for visibility and graphics were used whenever practical, to increase usability for low-literacy readers.

Telephone Survey

In April 2013 the County contracted with DHM Research to conduct a statistically valid telephone survey of Washington County residents to assess transportation priorities and preferences within the County. The survey, which reached a demographically representative sample of County residents, was intended to supplement the other public involvement efforts by reaching people who may not necessarily choose to participate in transportation planning discussions.

Effectiveness

400 Washington County residents were randomly contacted from phone lists that included cell phone numbers. The survey collected information on a variety of topics, which will aid the County on multiple projects.

Lessons learned for future work

The ability to strategically collect data from a variety of demographics (age, race, income, etc.) is not available through the other outreach methods. This scientific survey complements the other outreach strategies well and is highly valuable for technical staff and elected/appointed officials.

Title VI and Environmental Justice

The survey was structured to collect input that was representative of the County's demographics. 16% of respondents had a high school diploma or lower, 29% had some college, 36% had a college degree, and 18% had a graduate degree or professional school. Respondents self-selected their ethnicity: 82% were white, 2% African American, 6% Latino, 5% Asian/Pacific Islander, 1% Native American/American Indian, and 4% mixed or other.

Summary

Overall, the public involvement process was very effective and resulted in a plan that reflects community values. The CAC members were particularly complementary of the process and the way their input was reflected in the final plan. This process, like many others, benefited from outreach held at locations where the public were already going (farmers markets or community briefings) or that were well advertised through earned media (the

January 2014 open houses). Scientific phone surveys were also very effective at collecting resident that reflected the demographic characteristics of Washington County.

The most important lessons learned included:

- One size does not fit all; a range of outreach techniques are needed. Different demographic groups access information and participate differently.
- Continual contact with the community builds trust and increases transparency of the planning process. As seen in the outreach efforts, the open houses at the end of the project had much higher attendance.
- The County listened to the public and altered the outreach activities and the recommendations in the plan to reflect public comments. That flexibility was appreciated by the public and led to greater acceptance of the final plan.
- Determine the groups that are the hardest to reach and reach out to them early in the process. It may take a while to build those new relationships. Targeted outreach (through phone surveys, stakeholder interviews, or community briefings) are helpful.



August 23, 2016

Subject: Washington County's Regional Flexible Funds Grant Application

To Whom It May Concern:

Washington County Coordinating Committee (WCCC), which consists of elected officials from Washington County and the cities in Washington County, and the Board of County Commissioners (Board) are pleased to submit this letter of support for Washington County's Regional Flexible Funds (RFFA) grant application. Washington County is seeking \$800,000 in RFFA funding for project development to design a bicycle and pedestrian bridge over US 26 just east of the Cornelius Pass Road Interchange. The Board took action at their August 16 regular meeting to authorize this application.

WCCC and Board members are committed to implementing a complete street network and multimodal transportation solutions that improve the safe and efficient movement of people and goods, and provide access to jobs and key destinations. In demonstration of this commitment, WCCC members voted to commit \$83,000 in matching funds from the countywide Major Streets Transportation Improvement Program (MSTIP). MSTIP is a countywide, voter approved, property tax, which has been vital to the strong and sustained economic growth in Washington County by contributing over \$730 million in strategic transportation investments over the last 28 years.

WCCC and Board members are encouraged that through this grant opportunity, these project development grant funds will support a safe and seasonally reliable multimodal transportation solution, improve access to jobs, and connect key destinations. The existing interchange at Cornelius Pass Road has high traffic volumes, many potential user conflicts, and not easily navigable by bicycles and walkers of all ages and abilities. A grade separated crossing to the east of the interchange, along the alignment of the Oregon Electric Railway Trail would provide a safer and more comfortable crossing experience. The connection would provide key access to important destinations including schools, employment, housing, community recreation centers, and transit. The project would leverage the investments in separated bike and pedestrian infrastructure to the north and south of Hwy 26, completing a gap in the network and helping realize their full potential and increase usage.

I respectfully request you give the Washington County's application the fullest consideration.

Sincerely,

Roy Rogers, Chairman
Washington County Coordinating Committee

cc: Washington County Board of Commissioners
Washington County Coordinating Committee
Andrew Singelakis, Director of Land Use & Transportation

Department of Land Use & Transportation

155 North First Avenue, Ste. 350 MS 16 · Hillsboro, OR 97124-3072
phone: (503) 846-4530 · fax: (503) 846-4412 · TTY: (503) 846-4598 · www.co.washington.or.us



August 22, 2016

Pamela Blackhorse
RFFA Program Administration
Metro
600 NE Grand Avenue
Portland, OR 97232

SUBJECT: RFFA Grant Application – Cornelius Pass Bicycle & Pedestrian Bridge

Dear Ms. Blackhorse:

The Hillsboro Parks & Recreation Department is pleased to partner with Washington County in the submission of a grant application under the Regional Flexible Fund Allocation (RFFA) Program. After consultation with Washington County and City of Hillsboro Transportation Planning staff, the proposed project has been strategically selected as the top priority for our area. As a result, the project partners are fully supportive of this collaborative effort to seek critical funding assistance to move this much needed, and overdo project forward in a very significant way. Funding assistance through the RFFA program will help us to complete the critical steps necessary to move this project to the construction ready stage.

As indicated in the grant application materials, the Cornelius Pass Bicycle and Pedestrian Bridge project is a top priority in providing a safe, convenient and easily negotiable bicycle and pedestrian connection for residents who live, work, shop, go to school and recreate on the north and south sides of Highway 26, in rapidly growing area of Hillsboro and Washington County. The current Cornelius Pass Road overpass to Highway 26 represents a significant challenge for bicycle and pedestrian traffic wishing to get from one side of Highway 26 to the other. The current design poses significant safety risks, which do not meet currently adopted standards and goals for active transportation. The project will seek to produce a safe and affordable bicycle and pedestrian bridge that will tie into the existing and future planned active transportation and trail improvements in this area, to facilitate safe and easy access to work, school, housing, transit, shopping, recreation and other important destinations in the area.

Hillsboro is now a community of over 100,000 and growing, with one of the most diverse populations in Oregon. The areas on either side of Highway 26 have seen significant growth in recent years and are poised to see substantially more residential and employment growth in the coming years. The development of the Cornelius Pass Bicycle and Pedestrian Bridge, identified in the Hillsboro Parks and Trails Master Plan as well as other communities' plans, will provide a critical link in our regions active transportation and trail systems. We appreciate the opportunity to apply for RFFA funding and thank you for your support and consideration.

Respectfully,

A handwritten signature in black ink, appearing to read 'Dave Miletich', is written over a light blue horizontal line.

Dave Miletich, Director
Hillsboro Parks & Recreation Department

618
NORTHWEST
GLISAN
SUITE 401
PORTLAND
OREGON
97209
BTAOREGON.ORG
T503
226
0676
F503
226
0498

August 25, 2016

Pamela Blackhorse
Metro Regional Center
600 NE Grand Ave.
Portland, OR 97232-2736

Dear Pamela Blackhorse,

Please accept this letter from the Bicycle Transportation Alliance in support of the joint Washington County/City of Hillsboro Parks application for Regional Flexible Funds to plan a bicycle and pedestrian crossing of Highway 26 at Cornelius Pass Road. This crossing is a top community priority and would leverage recent investments along Cornelius Pass Road.

Today, few north-south routes exist for any form of travel in Washington County. People biking and walking are particularly impacted, as they must cross high-speed on/off ramps and take their chances on busy High Crash Corridor such as 185th Avenue. This is why safe crossings of Highway 26 are a top priority in the BTA's *Blueprint for World-Class Bicycling*.

This project would leverage significant investment in Cornelius Pass Road. Washington County and the City of Hillsboro are in the process of widening Cornelius Pass and adding a two-way separated bike path along the east side of the road. This bike path is a greatly needed improvement but would dead-end at a newly widened and harrowing freeway interchange without a new bicycle/pedestrian crossing. An added benefit of this project would be a connection further north to the Rock Creek Trail, which provides access to many parks, neighborhoods, and PCC Sylvania.

The Bicycle Transportation Alliance strongly supports Washington County and the City of Hillsboro's effort to create a safe bicycle and pedestrian crossing of Highway 26 at Cornelius Pass Road. We hope you will award them with the requested funding to complete the planning and design phase of this project, getting us closer to a new safe place to walk and bike.

Sincerely,



Rob Sadowsky
Executive Director

