



## MEMORANDUM

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**Date:** January 9, 2011 **Project #:** 11881  
**To:** Project Team (PT)  
**From:** Matt Kittelson and Hermanus Steyn  
**Project:** OR 66 Green Springs Interchange Access Management Plan (IAMP)  
**Subject:** Public Involvement Plan

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This project will develop an Interchange Access Management Plan (IAMP) that identifies the location and design of a future interchange to improve the operations of The Dalles-California Highway (U.S. 97), Green Springs Highway (OR 66), and Lake of the Woods-South Klamath Falls Highway (OR 140) at the southwest edge of Klamath Falls. This memorandum provides an overview of the Public Involvement Plan (PIP) for the IAMP (refer to as *OR 66 Green Springs IAMP*) development. The OR 66 Green Springs IAMP project will be approximately 18 months in length.

The interchange must improve highway-to-highway connectivity, safety, mobility, and provide bicyclists and pedestrians a better way to navigate through a rural, high-speed area. The plan must also:

- Identify current accesses to the highways that will need to be relocated, consolidated, or closed
- Provide a design level of sufficient detail for the future interchange and associated street and intersection improvements to allow efficient local street connectivity
- Prepare for right of way purchases and easements during land use approval for any affected properties in the area
- Link appropriate land uses in the surrounding area to the capacity of the improved transportation system
- Identify a funding strategy and cost sharing for needed improvements

As such, public input and involvement will be critical to the success of the project. To accomplish this outcome, the PIP for the OR 66 Green Springs IAMP includes:

- Six Project Team (PT) meetings open to public
- One visioning workshop
- Two public workshops,
- Regular updates by city and county staff to City Planning Commission, County Planning Commission, City Council, and County Board of County Commissioner meetings and hearings
- A project website providing information about on-going project activities
- Four separate adoption hearings with the City Planning Commission, County Planning Commission, City Council, and County Board of County Commissioner

The following sections discuss key questions and goals that frame the PIP strategy; the fundamental purpose of the strategy presented is to secure input, understanding, and acceptance from project stakeholders (e.g., citizens, governing agencies).

## Key Questions

The following are key questions that help frame the strategy for obtaining and integrating public and agency input into OR 66 Green Springs IAMP development.

- **City and County values** – What is the desired character of the Klamath Falls urban area in the vicinity of the study area?
- **Government Agency Coordination** – What is the most productive and valuable way to engage the City, County, and ODOT to understand and find ways to meet their collective needs? What is the best way to promote ownership of the project by Local Government Agencies? What is the best way to assure adoption by Local Government Agencies?
- **Public Information/Involvement** – How do we gain public input in OR 66 Green Springs IAMP development and acceptance of the preferred alternative?
- **Local Property Owner Outreach** – How do we gain input from local property owners and facilitate the future economic growth within the study area?
- **Future Funding Considerations** – What strategy should be implemented to fund the preferred alternative of the interchange area?
- **IAMP Implementation** – How will the plan be adopted and implemented once planning phase is complete (responsible parties, knowledge transfer, training)?

These key questions led to formulating a set of goals to guide the PIP.

## PIP Goals

The City, County, and Oregon Department of Transportation (ODOT) are committed to a PIP approach that:

- Provides open and transparent decision-making process
- Is open to all members of the public
- Includes equitable and constructive two-way communication between the public and the project team
- Provides early and on-going opportunities for stakeholder (i.e., public, agencies, service providers) input
- Proactively informs and encourages stakeholder participation
- Builds community understanding of opportunities, constraints, findings, and decisions
- Documents for possible environmental issues and NEPA requirements

A key element of the approach is a structured decision process with clear decision points and well-defined roles and responsibilities. Thorough and thoughtful consideration of issues at each decision point by the project stakeholders helps to ensure quality decisions that will not have to be revisited later in the project because something of significance has been omitted or improperly addressed. Clearly identifying decision points creates an expectation in stakeholders for meeting the deadlines and staying on schedule as a way to avoid more and more meetings, time and costs.

Defining the decision structure—groups that will be involved and how they will participate—can help answer frequently asked questions, such as:

- Who will make the decisions?
- How can I influence the decisions?
- When will I have an opportunity to participate?
- Who will consider my input?

## PIP Strategy Elements

The PIP strategy elements are:

- Designate public information contacts
- Create project website
- Conduct public workshops
- Include key project stakeholders on the Project Team (PT)
- Updates to Commission and Council
- Conduct adoption hearings with the four adoption bodies

- Tracking of outreach and involvement by minority groups (to be done by WPM (Ana) at public meetings)
- Tracking for NEPA requirements, environmental issues and decisions around alternative selection

Each element is discussed below.

#### DESIGNATE PUBLIC INFORMATION CONTACTS

Ana Jovanovic is the point of contact for ODOT. Mark Willrett is the point contact for the City of Klamath Falls. Stan Strickland is the point contact for Klamath County. Hermanus Steyn is the point contact for the consultant team.

#### CREATE PROJECT WEBSITE

The project website for the OR 66 Green Springs IAMP is [www.GreenSpringsIAMP.com](http://www.GreenSpringsIAMP.com). The website will be used throughout the project to provide information including:

- Latest news updates;
- A calendar with project related events and meetings open to the public;
- A project schedule;
- Information on opportunities for the public to be involved;
- Project documents for public review;
- Photo gallery;
- Project resources;
- Information on the project participants (e.g., Project Team and Consultant Team);
- Access to Virtual Open House information; and
- A place for the public to directly provide input, comments or questions to the project team.

The primary purpose of the website is to provide a consistent and constant source for the latest information on the project as well as a location for the public to provide comments and input through the project duration.

#### CONDUCT PUBLIC WORKSHOPS

Two public workshops are planned during the OR 66 Green Springs IAMP project. These public workshops will provide citizens the opportunity to review and provide input on existing conditions analysis, future conditions analysis, and future alternatives developed and evaluated within the IAMP process. The consultant team will work with ODOT, City, and County to ensure the public workshops are appropriately and effectively advertised to citizens. The preliminary project schedule illustrates the timeline and sequence of these events in relation to the rest of the project.

## INCLUDE KEY PROJECT STAKEHOLDERS ON THE PROJECT TEAM

A Project Team (PT) has been created to help guide the development of the OR 66 Green Springs IAMP, provide input throughout the project, review draft documents and provide input at key decisions points. The PT members represent relevant/affected jurisdictions, service providers, community interests, business interests, and geographic diversity.

### *Project Team Members*

- |   |                               |
|---|-------------------------------|
| ▪ ODOT Region 4 Planning                      | Ana Jovanovic                 |
| ▪ ODOT Region 4 Roadway Design                | Dave Warrick                  |
| ▪ ODOT Region 4 Access Management Engineer    | David Boyd                    |
| ▪ ODOT Region 4 Traffic Operations            | Joel McCarroll                |
| ▪ ODOT District 11                            | Mike Stinson/Butch Hansen     |
| ▪ ODOT TPAU                                   | Peter Schuytema               |
| ▪ City of Klamath Falls Community Development | Sandra Fox/Joe Slaughter      |
| ▪ City of Klamath Falls Public Works          | Mark Willrett                 |
| ▪ City of Klamath Falls City Manager          | Rick Whitlock                 |
| ▪ City of Klamath Falls Police Chief          | Chief James Hunter            |
| ▪ Klamath County Planning Department          | Bill Adams                    |
| ▪ Klamath County Road Department              | Stan Strickland               |
| ▪ Klamath County Planning Commission          | Tim Thompson                  |
| ▪ Kittelson & Associates, Inc.                | Hermanus Steyn/Matt Kittelson |
| ▪ Angelo Planning Group                       | Darci Rudzinski               |

During the project, six joint meetings with the PT will be held. These meetings will be advertised on the project website and are open to the public. The preliminary project schedule illustrates the timeline and sequence of these meetings.

## UPDATES TO COMMISSION AND COUNCIL

A key aspect of the OR 66 Green Springs Highway IAMP project will be to provide updates to the City Council and County Commission on an ongoing basis. City and County representatives will be utilized

to determine when such updates are prudent and what means should be used to provide those updates.

## CONDUCT ADOPTION HEARINGS WITH THE FOUR ADOPTION BODIES

In developing the OR 66 Green Springs IAMP, the public, PT, City Planning Commission (PC), County PC, City Council, and Board of County Commissioners will provide input to help guide and reach a preferred alternative for the interchange. Once this preferred alternative has been reached a draft IAMP will be prepared, reviewed by the various project stakeholders, revised and then put forth to the City PC, County PC, City Council and Board of County Commissioners for adoption. Each body will have a separate hearing, open to the public, for the purpose of adopting the document as an update to the Klamath Falls Urban Area TSP. This adoption process allows for multiple opportunities for a wide variety of public stakeholders to provide final input and thoughts.

## Consultant Manager

ODOT Region 4 Planner, Ana Jovanovic, is responsible for contract management. Hermanus Steyn is the consultant team leader.

## Summary

The key elements of the PIP for the OR 66 Green Springs IAMP are:

- Designate public information contacts
- Create project website
- Conduct two public workshops
- Conduct one visioning workshop
- Regular updates by city and county staff to City Planning Commission, County Planning Commission, City Council, and County Board of County Commissioner meetings and hearings
- A project website providing information about on-going project activities
- Four separate adoption hearings with the City Planning Commission, County Planning Commission, City Council, and County Board of County Commissioner

These elements provide opportunities for two-way communication between citizens, business owners, governing agencies, and the project team throughout the duration of the project. The attached project schedule and road map illustrate opportunities for public involvement as it relates to other project activities.