
Meeting Agenda

Molalla Transportation System Plan (TSP) Update

Project Advisory Meeting (PAC) Meeting #1

September 21, 2017 – 6:30 p.m. to 8:30 p.m.

Molalla Adult Community Center – 315 Kennel Ave, Molalla, OR 97038

Meeting Organizer: Matt Bell, Consultant Project Manager

Invited Meeting Attendees: Gerald Fisher, Debbie Lumb, Delise Palumbo, James Bobst, Mitch Jorgensen, Lauren Welsh, Garrett Dunn, Keith Swigart, Gail Curtis, Matt Bell, Nick Gross, Matt Hastie, Andrew Parish.

Meeting Purpose: The purpose of Project Advisory Committee (PAC) Meeting #1 is to introduce PAC members to the project, review and receive feedback on draft Tech Memos 1 through 3, and to outline the project's next steps.

Agenda:

1. Introductions (Gerald – 5 minutes)
2. Project Overview (Matt – 20 minutes)
 - a. Project Schedule
 - b. Meetings/Milestones
 - c. Major Tasks/Deliverables
 - d. Project Overview Memo
3. Tech Memo #1: Policy Framework and Code Review (Andrew/Matt – 15 minutes)
 - a. Should any other documents be reviewed or considered for the TSP update?
 - b. Do you have any questions, comments, or concerns about the content?
4. Tech Memo #2A: TSP Analyses Methodology (Nick/Matt – 15 minutes)
 - a. Did we miss anything or need to further clarify?
 - b. Is there anything that we should add or take away?
 - c. Do you have any questions, comments, or concerns about the content?
5. Tech Memo #2B: Project Goals and Objectives and Evaluation Criteria (Matt – 15 minutes)
 - a. Are the goals, objectives, and evaluation criteria relevant to the overall project?
 - b. How well do the goals align with your vision for the City?

- c. Do you think the objectives will help meet the goals?
 - d. Do you have any questions, comments, or concerns about the content?
- 6. Tech Memo #3: TSP Financial Forecast (Matt/Nick/Gerald – 15 minutes)
 - a. How well does the forecast align with your understanding of available funds?
 - b. Should any additional information be included or considered in the forecast?
 - c. Do you have any questions, comments, or concerns about the content?
- 7. General Discussion (All – 20 minutes)
- 8. Next Steps (Matt – 5 minutes)