

Meeting Summary

Milwaukie Transportation System Plan (TSP) Update

Advisory Committee Meeting #1

Meeting Overview

The first meeting of the Advisory Committee for the Milwaukie Transportation System Plan Update was held on January 24, 2007 from 4:00pm – 6:00pm at the Milwaukie Masonic Lodge.

The purpose of the meeting was to introduce committee members to the process; formalize committee roles, responsibilities and protocols; and discuss the updates needed to the goals and objectives from the previous plan.

The meeting was attended by 32 people. See attached attendance list.

Agenda

| | | |
|------|---|---------------------------|
| 4:00 | Welcome; Team Introductions | Katie Mangle |
| 4:10 | Purpose of Meeting and Committee Introductions | Jamie Damon |
| 4:20 | Overview <ul style="list-style-type: none">- Why a TSP Update?- Process Steps & Schedule | Katie Mangle |
| 4:40 | Advisory Committee Protocols <ul style="list-style-type: none">- Committee roles/responsibilities- Discuss draft protocols | Jamie Damon/ Committee |
| 5:00 | Project Status <ul style="list-style-type: none">- Existing Conditions-Goals and Policies | Alan Snook/ Committee |
| 5:25 | Round Table Discussion: Existing TSP Goals and Policies | |
| 5:55 | Next steps <ul style="list-style-type: none">- Upcoming meeting(s) | Jamie Damon/ Committee |
| 6:00 | Close | |

Introductions

Project team members including the City staff and the consultant team introduced themselves and their role on the project. Committee members each introduced themselves and the community, agency or area of interest they were representing.

Project Overview

Katie Mangle, City Planning Director, introduced the project to the group through a power point slide show which included why the TSP needs to be updated; how the community will be involved; issue areas to address; and process steps and schedule.

Committee Protocols

Jamie Damon, Facilitator, introduced the draft set of “Committee Protocols” for discussion and review.

There were concerns raised in the group regarding holding committee meetings at 4:00pm. Several committee members were concerned that the early meeting time would limit the participation of the community. Other committee members were concerned that a later start time would be difficult for getting to other evening meetings. Still others were concerned that an evening meeting might be problematic for business owners and agency representatives. The group also discussed the potential for shifting content-rich items on the agenda until later in the meeting. Some group members thought this was problematic because it would send the message to “come late” and not value the full agenda. When polled for availability for a later start time, the group preferred a 4:30pm start time, with a 5:00pm start time acceptable, but not preferred. Because of the group discussion, the group agreed to:

- Conduct the next committee meeting a little later—from 4:30 p.m. to 6:30 p.m.—and assess the time change at future meetings.
- Ask the City to post the meeting summaries and materials on the city’s website and let community members know this information is available.
- Encourage community members to participate in the Working Groups and Workshops, which will be conducted (for the most part) on evenings and/or weekends.
- Ask the City to schedule subsequent Advisory Committee meetings as far in advance as possible so community members can schedule time off.
- Notify community members that a “public table” is available at every committee meeting for the community to participate in the meetings on a drop-in basis.

The group would like to have a roster of the committee members as part of their next meeting packet.

Group members indicated on the sign-in sheet their preferences for receiving materials and asked that large packets be mailed rather than emailed. *Staff Response: The City will mail members a hard copy of all meeting packet materials in advance of each meeting. Members will also be notified via e-mail that an electronic copy is available online. Meeting packet materials will not be attached to these e-mails but will include a link to them.*

The group decided to allow for public participation throughout the meeting, instead of relegating public comment to the end of the meeting, with the expectation that the group will not re-visit agenda items at the request of newcomers.

The group accepted the remaining protocols as modified. See attached finalized protocols.

Project Status

Alan Snook, DKS Consultant, presented a brief project status of the work in progress including the gathering of data for establishing existing conditions and the update of the existing goals and policies. Alan highlighted where data was being collected on a map of the city. Committee members made the following comments:

- There should be traffic counts gathered in the area of Monroe Street.
- The information about rail is very sparse in the previous plan.
- Clarification that DKS (the consultant) will be developing cost estimates as a part of the planning process.
- Concern about how this plan and this committee will be coordinated with concurrent regional planning efforts.

Goals and Policies Workshop

The group split into small groups to focus their comments on the goal areas of the existing goals and policies mounted on poster board and placed on tables around the room. Committee members were asked to identify areas in the goals and policies that need updating; to cross out items that have been completed or are no longer relevant; and, to amend or add new goals and policies. Committee members were asked to start at a table with a goal area that was of the most interest to them and to review at least three different goal areas over a thirty-minute period.

The results of the exercise (see attached notes) will help to update the existing goals and policies.

The updated goals and policies will be emailed to the group by February 9th for their review and preliminary input by February 19th. *Staff Response: See below for changes.* The preliminary input will help to guide the discussion on the draft goals and policies at the committee's next meeting.

Homework/Next Steps

- Revised updated goals and polices to be distributed to Advisory Committee members by February 9th. *Staff Response: Staff decided to send out the revised goals and policies with the meeting packet materials for the next meeting instead of distributing this document separately.*
- Advisory Committee members to review and send comments to Katie Mangle by February 19th. *Staff Response: Committee members will have the opportunity to comment on the revised goals and policies at the next Advisory Committee meeting.*
- Working Group and Workshop kickoff meeting scheduled for February 24th.
- Online survey being developed for distribution in February.
- Meeting material packets for the next Advisory Committee meeting to be distributed on February 21st.
- **Next Advisory Committee meeting scheduled for February 28th from 4:30 p.m. to 6:30 p.m. at the Milwaukie Masonic Lodge.**

**Attendance List
Milwaukie TSP Update
Advisory Committee Meeting #1**

AC Members Present

Kelly Carlisle
Greg Chaimov
Scott Churchill
Gail Curtis
Forris Frick
Shari Gilevich
Neil Hankerson
Marty Hanley
Tracy Hokanson
Ben Horner-Johnson
Stacy Humphrey
Gary Hunt
Michole Jensen
Dolly Macken-Hambright
John Mermin
Arlie Adkins (for Young Park)
Ron Schumacher
Dion Shepard
Charlie Stephens
Mike Swanson
John Trumbull
Mike Wells
Jamie Wilson
Ed Zumwalt

Public Present

Carlotta Collette
Cameron Waner
David Aschenbrenner

AC members absent

Bob Dant
Larry Kanzler
Cynthia Rubio
Richard Smith
Julie Wisner

Milwaukie TSP Update

Advisory Committee Protocols

(Final Draft)

January 24, 2007

Role of Advisory Committee

The Transportation System Plan (TSP) Advisory Committee (AC) is an advisory body to City of Milwaukie staff and council regarding recommendations for updating the City's Transportation System Plan. The committee is composed of a mix of agency and community representatives and all meetings are open to the public. We anticipate that the committee will meet five times between January and June 2007. You will be notified in advance of each scheduled meeting.

The AC is charged with doing the following:

- Set desired outcomes for the City as a whole;
- Work to resolve inconsistencies between issues;
- Bring together the outcomes from the Working Groups, Workshops, and Open Houses into one set of recommendations for staff and City Council;
- Review draft chapters and draft desired outcomes;
- Fill in gaps not addressed by Working Groups, Workshops, and Open Houses.

Expectations of the AC

- Do your best to attend all five meetings. If you miss a meeting, get up to speed on your own prior to attending the next meeting.
- Read materials distributed in advance.
- Arrive on time.
- End meetings on time. If agenda items cannot be completed on time, decide if the meeting should be extended or if an additional meeting should be scheduled.
- Provide opportunities for public comments throughout the meeting.
- Put cell phones on silent mode.
- Participate in other community events relating to the TSP to become familiar with the community discussion.

Meeting Protocols

- Treat everyone with respect.
- Focus questions and comments on the topic of discussion and on the agenda.
- Listen carefully with the intent of understanding.
- Let others finish before speaking.
- Share the air. Let others speak once before speaking twice.
- Raise issues honestly, clearly and early in the process.
- Collaborate with other group members. Seek to find common ground.
- Represent your designated constituents.
- Participate!

Communication between Meetings

- Be free to speak with each other about issues and in ways that support the group process. Do not take actions or discuss issues in ways that undermine the group process.
- Share information with the organizations and/or constituents you represent. Gather information from your constituents that will inform committee deliberations.
- Funnel all requests from the media to **Grady Wheeler (503) 786-7503**. If you speak with the media, clarify that you are speaking as an individual and not as a representative of the project.

Decision Making

- Make decisions on recommendations to the staff and City Council.
- Work together to serve the purpose of the committee.
- Set aside personal interests in order to seek the best set of solutions for the community.
- Work toward consensus on all major decisions. [Consensus is the point at which all team members can support the decision as the most viable decision for the group as a whole, although it may not be an individual member's personal preference].
- If after repeated attempts to reach a recommendation all can support and consensus is not forthcoming, the committee's recommendation will be based on the votes cast. The position(s) of the remaining members will be recorded and forwarded to staff and City Council, along with the committee's recommendation.

**Comments Received on 1997 TSP Goals and Objectives
Advisory Committee Meeting #1
January 24th, 2007**

This document outlines the goals and policies found in the current (1997) TSP, and comments made on them during the first AC meeting.

General Comment:

- *"In general, there should be more cross-referencing/interaction among modal objectives re: bike/ped/transit/car connections."*

Staff response: Incorporate this into revised Goals and Objectives.

WALKING GOALS

GOAL STATEMENT 1: Provide a continuous citywide network of safe and convenient walkways that is integrated with other transportation modes.

Comments:

- *"Add text to read: modes...and that does not cause bicycles and pedestrians to come into conflict."*

Staff response: Incorporate this into revised Objectives.

- *"Keep up the sidewalks we have - fix the cracks."*

Staff response: Forward this comment for consideration at Pedestrian Workshop.

OBJECTIVE #1: To integrate pedestrian facilities into all planning, design, construction and maintenance activities.

OBJECTIVE #2: To connect local walkways to local destinations such as schools, parks, community centers, libraries with other activity centers including the Milwaukie Regional Center and designated main streets, and to connect to other transportation modes such as public transit that lead to regional destinations and activity centers.

Comments:

- *" Create a mapping system."*

Staff response: The TSP project will map all existing walkways. Incorporate this into new Objectives.

- *"Create a marking system in place of actual sidewalks."*

Staff response: Forward this comment for consideration at Street Design Working Group.

OBJECTIVE #3: To provide adequate funding for planned walkway network improvements.

Comment:

- *"What source?" (for funding)*

Staff response: Incorporate this into revised Goals.

GOAL STATEMENT 2: Maintain and enhance existing and future pedestrian facilities to encourage use.

OBJECTIVE #1: To coordinate an ongoing pedestrian facilities maintenance program.

Comment:

- *"We are not maintaining what we have!"*

Staff response: Incorporate this into revised Goals.

GOAL STATEMENT 3: Increase the use of walking for all travel purposes.

OBJECTIVE #1: To decrease the number of automobiles using roadways in Milwaukie.

OBJECTIVE #2: To increase the health and physical well-being of Milwaukie citizens through walking.

OBJECTIVE #3: To encourage employers to promote walking among employees and customers.

Comments:

- *"Complete Streets' - sidewalks on both sides (where homeowners want them)."*
- *"Create safe crossings for children & handicap & safety islands".*
- *"Beautiful streets - underground utilities, plant more trees."*
- *"Accessible pedestrian signals (audible)."*

Staff response: Incorporate these comments into revised Goals and forward for consideration to Pedestrian Workshop and Street Design Working Group.

GOAL STATEMENT 4: Reduce the number of pedestrian related accidents by increasing the safety and security of pedestrians.

OBJECTIVE #1: To promote pedestrian safety education programs for the improvement of traffic skills and observation of traffic laws, and to promote safety for all pedestrians.

Comment:

- *"Start with high school drivers."*

Staff response: Forward this comment for consideration at Traffic & Street Network Working Group.

OBJECTIVE #2: To reduce pedestrian and motorist violation of traffic safety laws.

Comments:

- *"Connectivity increases safety."*
- *"Signage and street markings near crossings."*

Staff response: Forward these comments for consideration at Traffic & Street Network and Street Design Working Groups.

BICYCLING GOALS

GOAL STATEMENT 1: Provide a continuous citywide network of safe and convenient bikeways and routes that is integrated with other transportation modes.

Comment:

- *"Edit to read: modes...and routes to other locations in the area."*

Staff response: Incorporate this into revised Objectives.

OBJECTIVE #1: To integrate bicycle facilities into all planning, design, construction and maintenance activities.

Comments:

- *"Make sure bike lanes don't dead-end & kick cyclists into traffic."*
- *"Second that"*
- *"Drain grates are often significantly lower than pavement - hazardous!"*

Staff response: Forward these comments for consideration at Bicycle and Pedestrian Workshops.

OBJECTIVE #2: To connect local bikeways and routes for bicyclists to ride to local and regional destinations, activity centers, connections to other transportation modes and the regional bicycle network.

Comments:

- *"Enact bike license to account for \$'s spent on bike travel."*
- *"Consider bike lockers at transit centers"*
- *"Sweep bike lanes of gravel & glass."*

Staff response: Forward these comments for consideration at Bicycle and Pedestrian Workshops.

OBJECTIVE #3: To provide adequate funding for planned bikeway network improvements.

GOAL STATEMENT 2: Maintain and enhance existing and future bicycle facilities to encourage use.

OBJECTIVE #1: To provide an ongoing bicycle facilities maintenance program.

GOAL STATEMENT 3: Increase the use of bicycles for all travel purposes.

OBJECTIVE #1: To provide adequate bicycle support facilities.

OBJECTIVE #2: To increase the health and physical well-being of Milwaukie citizens through bicycling.

OBJECTIVE #3: To encourage employers to promote bicycle use among employees and customers.

Comments:

- *"Provide mandatory bicycle education and/or absolve drivers who have 'issues' with bicyclists are clearly in the wrong!"*
- *"Connectivity and loops promote biking."*
- *"Be aggressive on marking more, or creating more, bike lanes."*

Staff response: Forward these comments for consideration at Bicycle and Pedestrian Workshops.

GOAL STATEMENT 4: Reduce the number of bicycle-related accidents by increasing safety and security of bicyclists.

OBJECTIVE #1: To promote bicycle safety education programs for the improvement of bicycle handling skills, traffic skills, and observation of traffic laws, and to promote safety for bicyclists of all ages.

OBJECTIVE #2: To promote motorists' understanding of the need for sharing the road.

OBJECTIVE #3: To reduce bicyclist and motorist violation of traffic safety laws.

OBJECTIVE #4: To increase security for bicycles and bicyclists.

Comments:

- *"New Objective #5 - Streamline the process for placing bike racks"*
- *"Allow bicycles on sidewalks"*

Staff response: Forward these comments for consideration at Bicycle and Pedestrian Work Shops.

TRANSIT GOALS

GOAL STATEMENT 1: Work with Tri-Met to provide local citizens with a convenient and

accessible public transit system that is integrated with other transportation modes and transit-supportive land use development.

Comment:

- *"Edit to read: Work through a collaborative/join effort of Milwaukie citizens and regional transportation teams to provide local citizens..."*

Staff response: Incorporate this in revised Goals and Objectives.

- *"Increased density is not the best solution to transit."*

Staff response: Transit service is identified in the Comprehensive Plan as part of an energy-efficient transportation system that improves air quality.

OBJECTIVE #1: To integrate transit facilities and services, as appropriate.

OBJECTIVE #2: To connect local walkways and bikeways to the public transit system that serves regional destinations and activity centers including the Milwaukie Regional Center.

Comment:

- *"Correct it to be Town Center."*

Staff response: Incorporate this into revised Objectives.

OBJECTIVE #3: To support a public transit system that is accessible to the largest number of people.

Comments:

- *"Including, for example, transportation disadvantaged citizens."*

Staff response: Incorporate this into revised Objectives.

- *"Be sensitive to schools' needs!"*
- *"Include senior and disabled transit needs, access to services and businesses."*

Staff response: Forward these comments for consideration at the Transit Working Group.

GOAL STATEMENT 2: Ensure that Tri-Met maintains and enhances existing and future transit facilities and services to encourage use.

Comments:

- *"Revise to read: ...encourage use to explore alternative means."*
- *"TriMet /Metro would be well-served to spend a few bucks in Milwaukie rather than doing everything on the cheap!"*

Staff response: Forward these comments for consideration at the Transit Working Group.

OBJECTIVE #1: To coordinate with Tri-Met on an ongoing transit facilities maintenance program.

OBJECTIVE #2: To coordinate with Tri-Met and adjacent jurisdictions on identifying existing and future transit related needs.

OBJECTIVE #3: To support adequate funding for planned transit system improvements.

Comments:

- *"Revise Goal 1 - Drop 'TriMet' to recognize other providers (e.g. Senior Centers)."*

Staff response: Reflect this comment in revised Goals.

- *"Goal 1, Objective 4 - River Transit?"*

Staff response: River Transit was explored during Metro's South Corridor Alternatives Analysis in 2003.

- *"Ditto"*
- *"Include TDM provision."*
- *"Paratransit"*
- *"Move the transit center to Southgate!"*
- *"Include safety provision."*

Staff response: Forward these comments for consideration at the Transit Working Group.

STREETS

GOAL STATEMENT 1: Provide an accessible transportation system that links different transportation modes to destinations within the City and to regional destinations using the regional transportation network.

OBJECTIVE #1: To rely on existing Freeways/Expressways and Major Arterials as the regional streets network, for the through movement of regional traffic.

Comments:

- *"Those who live on arterials have need to 'safely' enter road with vehicle."*

Staff response: Forward this comment for consideration at the Traffic & Street Network Working Group.

GOAL STATEMENT 2: Provide a safe, well-maintained, cost-effective and convenient transportation system.

OBJECTIVE #1: To classify roadways within the City for the multimodal functions and adjacent land uses they serve.

Comments:

- " To consistently classify... "

Staff response: Reflect this comment in revised Objectives.

OBJECTIVE #2: To improve the access, circulation and safety of roadways.

OBJECTIVE #3: To ensure that neighborhood and local streets serve local traffic in a safe manner.

Comments:

- "Avoid major cut-through conditions."
- "Use more signage to communicate speed."

Staff response: Forward these comments for consideration at the Traffic & Street Network Working Group.

OBJECTIVE #4: To maintain traffic flow and mobility on arterial and collector roadways.

OBJECTIVE #5: To maintain City streets in good to excellent condition as defined by the Pavement Quality Index.

OBJECTIVE #6: To enhance street system connectivity wherever practical and feasible.

Comments:

- "More policing of street as far as trailer and car long term parking."
- "Reclassify streets to serve Milwaukie residents and not cut-through traffic that does not live or work in our neighborhoods."
- "Balance freight and auto needs - prohibit and enforce 'no truck traffic'."
- "Build network of streets (e.g., connect streets)."
- "Stormwater integration/ permeable surfaces."
- "Better north/south connectivity."
- "Beautiful streets/ traffic calming."
- "Underground utilities."
- "Safe crossings at schools - safety islands."
- "Implement speed cushions in speed bumps for emergency apparatuses."

Staff response: Forward these comments for consideration at the Freight, Street Design, and Traffic & Street Network Working Groups.

RAIL AND TRUCK FREIGHT

GOAL STATEMENT 1: Ensure a safe, accessible and efficient rail freight system that facilitates the movement of goods to Milwaukie and through the region and State while

minimizing conflicts with other travel modes.

Comments:

- *"...and efficiently to and through..."*

Staff response: Reflect this comment in revised Goals.

- *"consider effects of noise and other by-products on neighborhoods, such as idling trains."*
- *"Grade separate at-grade road crossings."*
- *"Foster inter-modal/team rail facility."*
- *"Upgrade crossings to allow 'no horn blasts' through most key neighborhoods."*

Staff response: Forward these comments for consideration at the Freight Working Group.

OBJECTIVE #1: To ensure that commercial rail transportation moves safely and efficiently through Milwaukie and is accessible to Milwaukie businesses, as appropriate.

GOAL STATEMENT 2: Ensure a safe and efficient passenger rail system through Milwaukie that minimizes conflicts with other travel modes.

OBJECTIVE #1: To ensure that passenger rail transportation moves safely and efficiently through Milwaukie.

Comments:

- *"Will Milwaukie have passenger service? When?"*
- *"No rail transportation now comes to Milwaukie yet."*

Staff response: The City is working with ODOT, TriMet, Metro, Clackamas County, and the City of Portland to bring passenger light rail to Milwaukie in 2015.

GOAL STATEMENT 3: Provide a safe, cost-effective and efficient truck route system that facilitates the movement of goods and services to Milwaukie and through the region.

Comments:

- *"Freight should avoid neighborhoods as much as possible."*
- *"Provide dedicated truck delivery zones 9-5pm."*
- *"North industrial intersections with McLoughlin (especially Milport)."*

Staff response: Forward these comments for consideration at the Freight Working Group.

OBJECTIVE #1: To ensure that trucks have appropriate and adequate access within the City and through the region to deliver goods.

TRANSPORTATION PLANNING RULE

GOAL STATEMENT 1: Improve and enhance the livability of Milwaukie residents by decreasing reliance on the automobile and increasing the use of other modes to minimize transportation system impacts on the environment.

Comments:

- *"Consider omitting 'decreasing reliance on the automobile and increasing the use of other modes' for broader community support."*
- *"Finally understand that people will drive where they want/need to go & plan accordingly - public transit does not work for all."*

Staff response: Consider these comments for revised Goals and Objectives.

OBJECTIVE #1: To promote bicycling, walking and transit as more accessible modes of transportation through required improvements to the transportation system and land uses connecting to the transportation system.

Comments:

- *"Destination changes & additions - more parks/riverfront, community gardens, public spaces."*
- *"Street beautification/ underground utilities."*

Staff response: Forward these comments for consideration at the Street Design and Traffic & Street Network Working Groups.

TRANSPORTATION DEMAND MANAGEMENT

GOAL STATEMENT 1: Provide a Transportation Demand Management Program that works with employers and residents in Milwaukie to meet regional air quality and vehicle miles traveled reductions.

OBJECTIVE #1: To develop strategies and implement programs that can provide Oregon Department of Environmental Quality (DEQ) ECO Program compliance assistance to major employers/businesses and can assist the City in meeting Vehicle Miles Traveled (VMT) reductions for destination (i.e., work end) commutes and off-peak travel demand trips.

Comments:

- *"Consider impact of near term (5 yr) decline in oil/gasoline supplies and significant fuel price increase on mode choices/demand on infrastructure."*

Staff response: Reflect this comment in revised Objectives.

PARKING

GOAL STATEMENT 1: By 2015, reduce the number of overall parking spaces in the City by 10%.

OBJECTIVE #1: To develop strategies and implement programs/activities that reduce the overall need and number of parking spaces in the City.

Comments:

- *"Increase, not reduce."*
- *"Decrease per capita?"*
- *"Not realistic."*
- *"Allow limited parking on arterial streets like Lake."*

Staff response: Forward these comments for consideration at the Parking Workshop.