

Safety Implementation Plan Walking & Biking Enhancements (ST14EA)

Meeting Agenda & Minutes

6-23-2014

2:30 to 4:00 PM

575 NE 15th St. City Pilot Butte Campus, Lewis & Clark Conference Room

Agenda:

- 1) Project background/genesis - what it is and what it isn't
- 2) Who we are and why invited - is this the right group - is anyone missing?
- 3) Draft Charter - roles, responsibilities, and expectations
- 4) Discussion of Charter
- 5) Next Steps - rough outline of project timeline
- 6) Next time we meet/what we will be working on at that meeting

Attendees: TAC: David Abbas, 3rd Street project manager; Christopher Blake, Streets Maintenance; Karin Morris, ADA Manager; Jeff Monson, Commute Options; John Condon, ODOT-3rd Street project manager; Joel McCarroll, ODOT-Region 4 Traffic Manager; Dan Serpico, ODOT-Region 4 project engineer; Cheryl Howard, Deschutes County Bicycle Pedestrian Advisory Committee

Staff: Robin Lewis, Project Manager, Nick Arnis, Transportation Division Manager

Consultant: Robin Wilcox, Alta Planning + Design, Scott Beaird, Kittelson & Associates, Jim Lord, Century West Engineering

Minutes:

Meeting Purpose: to kick off the project, confirm technical advisory committee members, review draft charter, provide a sense for project direction and timeline

Meeting Lead: Robin Lewis, project manager, city

Decisions made: This project will create a road map to follow for the corridors. We will be able to complete designs on a few crossings only.

Suggested adding COIC transit as Technical Advisory Committee Member. They will become stakeholders due to their own staffing resource issues. Add a Traffic Safety Advisory Committee Member. Jim Roberts will be assigned to the project.

Project coordination with 3rd Street project – this project will inform 3rd Street design as to crossing locations. Information is due to ODOT by December 2014 to be incorporated into 3rd Street sidewalk plan set.

The draft charter was reviewed.

Assigned Action Items: Robin Lewis will send Charter to TAC.