

A G E N D A

Traffic Safety Advisory Committee

Council Chambers

Meeting Date: April 20, 2010

Time: 8:00 AM to 9:00 AM



Voting Members:

Agency Staff:

Nick Arnis Chair; Doug Koellermeier, City of Bend Fire Department; Mel Oberst, City of Bend Community Development Department; Jim Porter, City of Bend Police Department; Denice Blake, Bend La-Pine School District; Joel McCarroll (Dan Serpico), ODOT Region 4 Traffic Engineer.

Citizen Members:

Thomas Stump, Vice-Chair; Harold Anderson, Winchell Craig, Erik Huffman, Robert Tyler

1. **Welcome and Introductions**
2. **Approval of Minutes for March, 2010**
3. **Comments from the Public – 15 minutes**
4. **Review Agenda**

5. **Alliance for Community Traffic Safety in Oregon (ACTS)**

Background: ACTS Oregon is a statewide organization dedicated to improving traffic safety people-to-people & community-to-community.

Attachments: None

Action Requested: None

6. **Portland Avenue Stop Signs and Request for a 4-way stop at Awbrey Road**

Background: Vice-Chair Thomas Stump requested this item be placed on the agenda. A citizen who lives on Awbrey Road requests a 4-way stop at the Portland Avenue/Awbrey Road intersection.

Attachments: None

Action Requested: Discussion about Portland Avenue traffic controls, stop sign warrants and purpose of a stop signs.

7. **Mt. Washington Pedestrian Crossing Survey**

Background: At the March meeting residents along Mt. Washington Drive near NW Crossing noted difficulty with crossing Mt. Washington Drive and requested a review of the area to enhance pedestrian crossings. Transportation Engineering staff had vegetation along the median near Clearwater Drive trimmed. Police Department volunteers conducted crossing reviews which is attached.

Attachments: Review from Police volunteers

Action Requested: Review the Police volunteers study

8. TSAC Annual Report 2008-09

Background: The first annual TSAC report (2007-08) was issued in March 2009. The intent of the report is to update the City Council and community about the activities, programs, accomplishments and challenges for TSAC and multi-modal safety in Bend.

Attachments: None. 2008-09 report available at the meeting.

Action Requested: The annual report will be forwarded to City Manager if there are no objections

9. Update on TSAC Sub Committee – Assistance from Neighborhood Assn

Background: A TSAC sub committee was formed at the suggestion from Harold Anderson in order to assist City staff with a back log of citizen service requests. The sub committee has met the last few months after the TSAC regular committee meeting.

Attachments: Standard Operating Procedures (SOP) and flowchart

Action Requested: Update and information

Comments from Committee Members/Next Agenda item

Public Comments – Items added to Agenda

Next TSAC Meeting: May 18, 2010

M E M O R A N D U M

TO: **BEND CITY COUNCIL**
FROM: **BEND TRAFFIC SAFETY ADVISORY COMMITTEE**
SUBJECT: **MARCH 16, 2010 MEETING MINUTES**

710 WALL STREET
PO BOX 431
BEND, OR 97709
[541] 388-5505
TEL
[541] 388-5519
FAX

www.ci.bend.or.us

Bend Traffic Safety Advisory Committee
Voting Members

Bend City, Public Works Director—Chair
Bend City, Citizen Member—Vice Chair
Bend City, Community Development
Bend City, Fire Department
Bend City, Police Department
Bend/LaPine School District
Deschutes County Road Department
Oregon Department of Transportation
Citizen Members

Nick Arnis
Thomas Stump (Absent)
(Vacant)
Doug Koellermeier
Jim Porter (Designee)
Denice Blake
George Kolb (Absent)
Daniel Serpico (Absent)
Harold Anderson
Winchell M. Craig
Erik Huffman
Robert Tyler

City Staff

Cindy Hartman
Chris Carney

Engineering Technician
Police Department

Guests

Mike Lovely
Jim Gattey
Ruth Zdanowicz
Henry Louke
Mike Marshall
John Cashman
Rex Wolf
Tim Larocco

Citizen, SWBNA
Citizen, CWNA
Citizen, SWNA
Citizen, OFDNA
Citizen
Citizen
Citizen
Citizen

COMMUNICATIONS:

- 1) **Welcome & Introductions:** Nick Arnis welcomed members and guests, introductions were made.
- 2) **Approval of Minutes:** Mr. Arnis called for approval of the February minutes. A motion to approve the minutes was made and seconded. The motion to accept the February 2010 minutes, as written, passed unanimously.
- 3) **Public Comments:** Mike Marshall is opposed to the idea of back in parking on Harmon. Mr. Marshall listed all of the reasons that he is vehemently opposed to the idea including that he does not feel it doubles parking spaces as well as his feeling that the studies Ms. Lewis presented to the public are not in school areas with the same risk to children. This topic will be further discussed under Agenda Item #5.

Ruth Zdanowicz, of the SWNA Neighborhood Association spoke of the problems with speeding and pedestrian safety concerns in and around NW Crossing neighborhoods. She feels signs might help in this area. With five schools and promotion of a healthy lifestyle there are pedestrian conflicts with vehicles.

John Cashman, supports Ms. Zdanowicz in her assessment of Mt. Washington Drive, he sees his daughters trying to cross at High Lakes Loop as they make their way to school. He also believes that part of the problem is overgrown vegetation that obscures pedestrians at that intersection.

Nick Arnis sees the need to collect some more data and rank the crossing before putting up signs and painting stripes. He wants the crossing to be effective and safe.

Robert Tyler feels the City has an obligation to do something.

Harold Anderson made a recommendation to study the situation for 30 days and report at the next meeting.

- 4) **Agenda Review:** None given.
- 5) **School Area Safety Updates – Robin Lewis**

School Areas

- **Miller Elementary School speed zone & Pedestrian crossing**
- **Harmon sidewalks for Kenwood School with School District**
- **Bend High School Zone**
- **Amity School Zone, no parking and pedestrian safety**
- **Greenwood at 12th Street Crossing**

Ms. Lewis gave an accounting of the history of the school zone and pedestrian crossing for Miller school at Skyliner Ranch Road. She started with the path that the school district implemented as the preferred route, also noting that the posted speed on Skyliner Road is being reduced from 55MPH to 40MPH and the School Speed 20 MPH zone will be located at the intersection of Skyline Ranch Road and Skyliner Road when there is enough funding to fully implement the crossing, an estimate of \$15,000. is needed for completion.

Bend High School Speed 20 will be posted on 9th Street, this area sees almost all of the vehicle and pedestrian activity for about a 20 minute period both AM & PM peak, she estimates \$7,000. to complete the work.

Amity School on Wall Street needs some improvements to the pedestrian crossing, since it is one way with two lanes the first car to stop blocks view for the 2nd lane of traffic. Ms. Lewis feels that for about \$9,000. she can adjust the size of the bike lane, mark the school zone at the back of the school and add "No Parking" for 75' in front of the school and change the sight distance for the Wall Street crossing.

At Greenwood and 12th Ms Lewis has worked with ODOT now for almost three years to help design an enhanced crossing for a multi-lane high speed roadway. The design will incorporate a pedestrian activated Rapid Repeat Flashing Beacon (RRFB) approved by ODOT. It will have advanced flashers and "Stop Here on Red" lights and signs and will be funded by ODOT when fully designed.

Harmon Street sidewalks and parking for Kenwood School was a project brought to the City by the School District several years ago, because the school was an older style school they did not have separate drop-off and bus zones and they also needed to use some additional City right of way to improve parking and drop-off zones. Working with the School District the project was designed and presented to the public in a series of public meetings. The project incorporates design elements such as back-in angled parking, with a bike lane and physical barrier between sidewalk and parking. There will also be some additional signage and traffic calming on adjacent streets. Since this is a joint project the decisions were made as a team and the school district has the ultimate decision on how the project will be finalized.

6) TSAC Annual Report – Nick Arnis

Mr. Arnis distributed a draft of the Annual Report. He will need to complete the report in the next couple of weeks and asked that the committee provide feedback.

7) TSAC Subcommittee Update

Nick gave an overview of the committee's work to date, more on this at the next meeting.

Agenda Items for the next TSAC Meeting

TSAC Annual Report
NW Crossing Pedestrian issues

Adjourn 9:00 am

Next Meeting: Tuesday, May 18, 2010, 8:00 am, City Hall Council Chambers.

City of Bend Standard Operating Procedure for:

Traffic Citizen Service Requests (CSR)

Creation Date:

12/1/09

Revision No. or Date:

Approved By:

Nick Arnis

Author:

Transportation Division

Subject:

Create a process and procedure for soliciting, reviewing, evaluating, and responding to requests from the public, including, City Departments and staff, concerning traffic and transportation issues.

Scope and Location:

Citywide

References/List of Tools/Equipment/Materials:

Crash and volume data

City Traffic SOPs

State and federal traffic and transportation rules, regulations, standards, guidelines

MUTCD

City Standards and specifications

Hazards Identification:

Possible hazards with traffic control when visiting CSR sites on roadways

Purpose:

Provide clear and objective guidelines, procedures, roles and responsibilities, for City staff and citizens about how the Transportation Engineering Division analyzes and responds to citizen service requests.

Background:

The Transportation Engineering Division receives daily requests from the public, PW Divisions, City Departments, and other agencies about traffic and transportation primarily about safety and operations. The Division will receive about five to ten requests a week. A Core Objective of the Transportation Engineering Division, as defined by its Charter (March 2009) is to "Respond in a timely and professional manner to citizen service requests" and "Provide an efficient and safe multimodal transportation system for all users, ages, and abilities with reliable and clear messages."

Policy:

Complete CSRs in a professional and timely manner to improve transportation safety and operations in the City. Implementing this policy will have the following general outcomes:

- Provides safer environment for traveling public on the City transportation system
- Provides consistency in the application of traffic engineering devices

Criteria/Evaluation:

The targeted time it takes to complete a very general CSR should be the following in working days:

Receive, log, assign and acknowledge a CSR	3 Days
Field Review	15 Days
Evaluation	10 Days
Recommendation	5 Days
Feedback to requester	3 Days
Implementation	Dependent on resources

The target amount of time it takes to receive, review, evaluate, and respond back to a CSR is 36 working Days. The Transportation Division is in the process of updating its review times for the different types of CSRs. Traffic calming CSRs that require traffic volume data may be difficult to obtain in the winter months, furthermore, the collection field data requires longer periods of time for staff to analyze and make recommendations.

The following are the types of CSRs the Division typically receives and the typical criteria and processes that are used to evaluate and make decisions. The criteria and process will guide and assist the Division with decisions. The City will use base traffic volume and crash data with many of the CSRs. The various evaluation methods are outlined in the attached process flowchart under #6 evaluation.

- Signs
- Striping
- Parking issues
- Arterial and Collector Street traffic calming
- Neighborhood/Local Street traffic calming
- Speed zones
- School zones
- Traffic signals
- Illumination
- Crosswalks
- Sight Distance
- Right of way

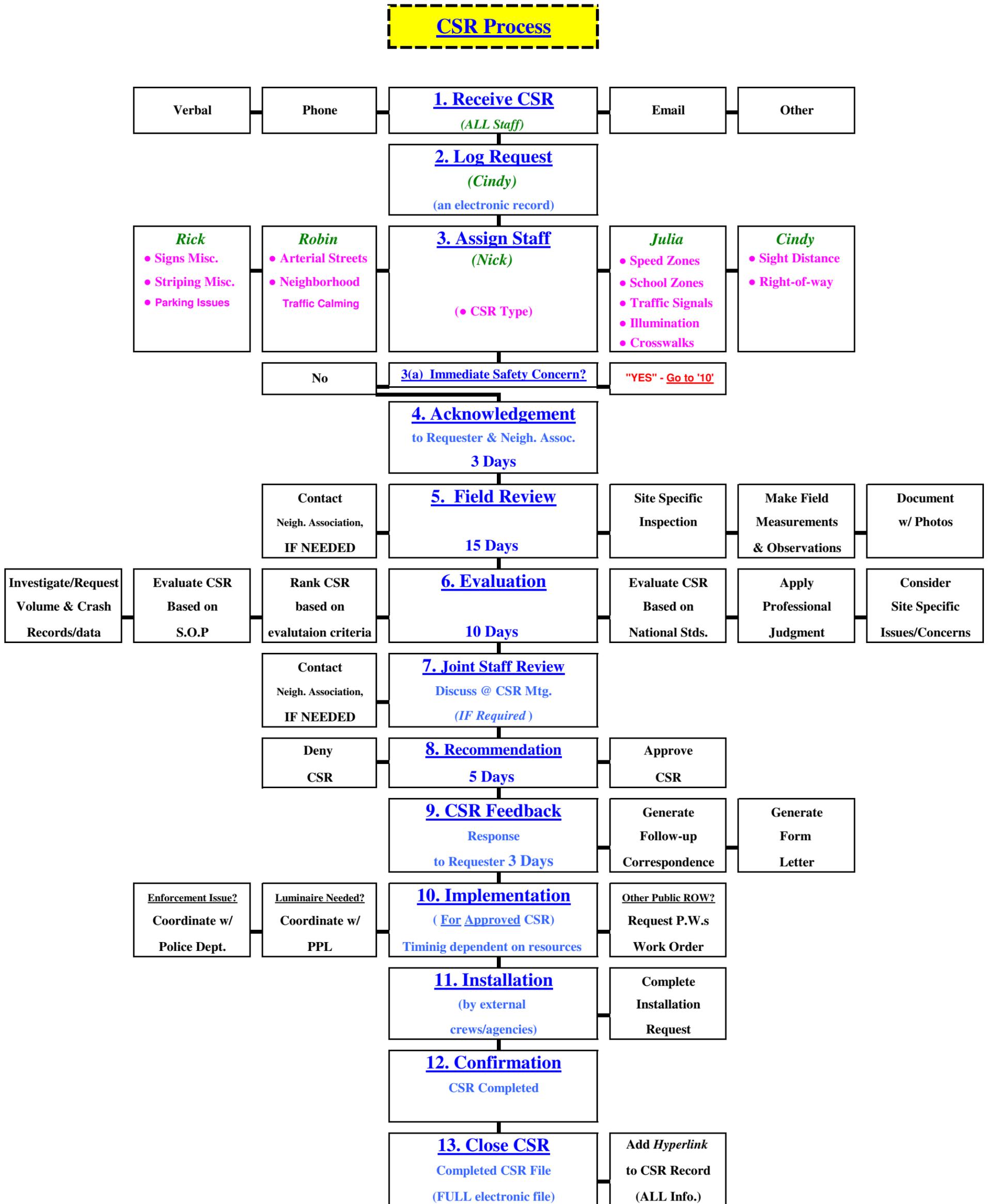
Procedure:

The procedure and folder and file electronic naming convention is attached.

TRANSPORTATION ENGINEERING

Citizen Service Request (CSR) - Process Flowchart

3/29/10



Mt Washington / NW Crossing Pedestrian Survey Results

The Bend Police Volunteers conducted 7 different observations on three different days of the unmarked crosswalks at High Lakes and Clear Water in the NW Crossing area.

April 6, 2010:

High Lakes Lp:

0730 to 0850: Three pedestrians and no issues with cars

1150 to 1310: Six pedestrians and no issues with cars

Clear Water:

0800-0830: No pedestrians

April 8, 2010:

High Lakes Lp:

0730 to 0900: One Pedestrian and no issues with cars

1130 to 1300: No pedestrians

Clear Water:

0730 to 0900: One Pedestrian and no issues with cars

1130 to 1300: Two pedestrians and no issues with cars

April 9, 2010:

High Lakes Lp:

0730 to 0900: Four pedestrians and no car issues

1130 to 1300: One pedestrian and no car issues

Clear Water:

0730 to 0900: No pedestrians

1130 to 1300: Three pedestrians standing at crosswalk, but not in crosswalk. Three cars drove past the pedestrians and the fourth vehicle stopped. These pedestrians were walking from west to east across Mt Washington.