

**Minutes
City of Keizer
Traffic Safety Commission
Keizer City Hall Library
October 27, 1994**

1. CALL TO ORDER

The meeting was called to order by Chair Clyburn at 7:33 p.m.

2. ROLL CALL

The following members were present: Doug Davis, Gregory McLeod, and Judy Clyburn,

Also present were: Staff Liaison Sgt. Kent Barker, City Council Liaison Jerry McGee, and Recording Secretary Nona Oxe'.

3. REVIEW/APPROVAL OF MINUTES - OCTOBER 20, 1994

The minutes were approved as presented.

Councilor McGee explained his roll as an observer and participant in discussions and activities, however, he would not be voting on issues. He would also provide input from the City Council, and help represent the Commission on issues submitted for Council review.

Sgt. Barker explained that he is also a non-voting member and would act as a facilitator.

In discussion of the purpose of the Commission, Mr. McLeod referred to the minutes of the October 20 meeting. He disagreed with Ms. Beilke's concept that a main focus of the Commission would be the writing of grants.

The Commission reviewed the direction from the City Council in establishing the Commission. It was determined that the Commission would review grants as part of their charge. Further discussion followed regarding the roll of the Commission.

4. REVIEW ACCIDENT STATISTICS (JAN-JULY 1994)

Sgt. Barker distributed a statistical report charting accidents in Keizer for the period January through July, 1994. He explained the procedures of the Police Department in monitoring accidents. He reviewed the report and explained how accidents were charted indicating the

date and time, injury and non-injury level, grids (how the city is divided into reporting areas), primary cause of accidents, and statistics involving River Road and intersecting streets.

Sgt. Barker stated that if the Commission identified other statistics they felt would be helpful, they could be included in future reports. Ms. Clyburn suggested that the report include pedestrian and bicycle accidents.

5. GOAL SETTING

The following goals and plans of action were established by the Commission:

1. Open up communication with the community.

Chair Clyburn will contact the Statesman Journal and Keizertimes to let them know of formation of the Commission and the goals established.

Other possible means of getting out information that could be explored were: development of information to be handed out at neighborhood watch meetings; inclusion of information with water bills; distributing flyers through the schools; and public service announcements through VIACOM.

2. Start a bicycle safety program by working with the Police Department to organize a bike rodeo.

The Commission will request funding to purchase bicycle units for the police department.

Sgt. Barker described the activities that would be included in a bike rodeo, placing the emphasis on bike safety measures. He noted that a current emphasis would be on bike helmets. He suggested that possibly the Rotary or Eagles club would be interested in donating helmets. Sgt. Barker described other options, and suggested that an event occur once a month.

3. Identify and eliminate vision clearance problems in the City, including, establishing a 50 ft yellow curb no parking zone in front of all stop signs in curbed areas.

The Commission will review Salem's City ordinance to determine what regulations might be established in Keizer. The Commission will also approach community groups to get community involvement in eliminating vision clearance problems in individual neighborhoods.

4. Work with schools to develop a safety education program for K-3.

The Commission will contact School Officers to get them involved in a program. Sgt. Barker will have School Officers research who organized "Safety Town," and determine if the schools are doing something in this area. Mr. McLeod will look into obtaining traffic lights and visual equipment to use in events promoting safety. Mr. Davis suggested that as part of the traffic education in the schools the kids could be asked to identify traffic problems as they go to and from school.

5. Review the traffic circulation plan around the elementary and secondary schools.

The Commission will work with the City Traffic Engineer, the City Council, and the School Board.

Sgt. Barker will provide Commission members with copies of traffic ordinances.

6. Adopt *Americans with Disabilities Act* with regards to safety standards.

The Commission will define what the standards are, and make recommendations to the City Council, Planning Commission, etc.

Mr. McLeod was particularly concerned that the sidewalk situation in Keizer presents a safety problem. It was pointed out that the condition of a sidewalk is the property owner's responsibility. Mr. McLeod suggested that the Commission investigate whether new sidewalks being constructed in Keizer meet ADA requirements.

6. REVIEW GRANT PROPOSAL FOR POLICE BICYCLE UNIT

Sgt Barker advised that he had submitted the draft to Community Development Director John Morgan who made revisions. Sgt. Barker distributed the revised draft to the Commission members present. He noted that the exact dollar amount would change. He indicated that money from the police training budget would also go into the program toward the instructor course. Sgt. Barker noted that this application would need to go to the City Council to get their support at the November 7 meeting. He explained how the program would work and which officers would participate.

Councilor McGee was asked to review the application to see how Council might respond, and to identify other funding options that might be available. It was the consensus of the

members present that the draft application, with minor revisions, was acceptable for submittal. Councilor McGee suggested that any requests for next year's budget be submitted very soon inasmuch as Council is now in the process of setting FY 95-96 budget guidelines.

Councilor McGee explained what material and testimony would need to go to the City Council. Since a letter of support from the Council is required as part of the application, he suggested that staff prepare the letter as part of the agenda packet.

7. REVIEW OTHER GRANT OPPORTUNITIES

Sgt. Barker distributed copies of material from the Oregon DOT, Community Traffic Safety Program advising of a DUII grant opportunity. He suggested that members review the material, and have comments ready at the next meeting. It was the consensus that the Commission would meet on November 10th at 7:30 p.m. to discuss the grant application in order to meet the December deadline for submittal.

8. ACTS MEMBERSHIP AND MEETING ON NOV. 28, 1994

Sgt. Barker recommended that the Commission read the notice and application from ACTS, and at the November 10 meeting be prepared to discuss whether this Commission wishes to join.

It was agreed that Helen Liere, Coordinator of the Community Traffic Safety Program, be invited to attend the Commission meeting on Thursday, December 15.

9. OTHER BUSINESS

None.

10. ADJOURNMENT

The meeting was adjourned by Chair Clyburn at 10:10 p.m.