

**CITY OF KEIZER
TRAFFIC SAFETY COMMISSION
KEIZER CITY HALL LIBRARY
October 22, 1998**

1. CALL TO ORDER

The meeting was called to order by Chair Kirby at 7:00 p.m.

2. ROLL CALL

The following members were present: Mariella Dibble, Al Kramer, Mike Kirby, Ernie Smyres, Randy Jackson, and Fred George.

Also present were: Staff Liaison Sgt. John Teague, and Recording Secretary Nona Oxe'.

3. REVIEW/APPROVE MINUTES - September 3, 1998

The September 3, 1998 minutes were approved as submitted.

4. APPEARANCE OF INTERESTED CITIZENS

No one came forward to present any issues to the Commission.

5. DISCUSSION

- **Criteria for School Safety Signs**

The Agenda material sent to Commissioners included a copy of a letter from Clear Lake Neighborhood Association Chair Bob Ohrn requesting that the Commission consider criteria for the placement of school safety signs.

Larry Loar, representing the Clear Lake Neighborhood Association, presented the Association's proposal for placement of school safety signs which would allow traffic fines in school zones to be doubled. The Association's initial interest was in placing signs at school crossings on Wheatland Road and on Park Meadow. After discussing with City staff the issue of funding, the Association, in cooperation with the Marion County Volunteer Firefighters Association and the Clear Lake School PTA, raised \$625.25 towards the proposed school safety signs. Mr. Loar noted that the Association is now pursuing the process to get the signs placed. Staff had also suggested the need for criteria for the placement of signs not only at Clear Lake, but throughout the City. Mr. Ohrn had listed in his letter criteria used in determining the need

for the signs at Clear Lake. The Association proposed that their list be considered as possible criteria for placement of signs throughout the City.

Public Works Director Rob Kissler was in the audience. He emphasized the need for criteria and a plan for placement of signs rather than haphazardly responding to requests. He suggested that considerations might include a street's classification, and supporting traffic accident data. Before coming to tonight's meeting, Mr. Kissler had driven through school zones in Salem and Marion County and found inconsistency in school zone awareness measures. He commented on Salem's use of flashing lights, one of the more expensive measures to slow down traffic. Mr. Kissler also related comments and suggestions he had received from representatives from various schools. Mr. Kissler noted the uniqueness of the Clear Lake Neighborhood Association's request in that they had already come up with funding and had put the money in a City reserve fund. He pointed out, however, that with a blanket policy, an expense would be involved.

Mr. Kissler responded to questions about the costs to place a sign on a post. He indicated his preference that the City be the one responsible for installing the signs.

Mr. Kirby had recalled that the issue of school safety sign criteria was previously discussed by the Commission. In looking back at past agenda material he came up with a list of proposed policy changes for school zones. He was unsure of its origination, but suspected it came from ACTS Oregon. Mr. Kirby distributed copies of the draft. He commented on the criteria and conditions listed in the draft. Mr. Kirby also recalled discussion of SB 424 (allows double fines in school zones) at a Traffic Safety Commission meeting earlier in the year. The Commission, at that time, had indicated strong support for Keizer proceeding with the program as soon as possible, and at City expense.

Harlan Naegeli, 2054 Rockledge Drive NE, Keizer, commented from the audience about the statute and possible criteria for the placement of signs.

A discussion followed regarding application of the criteria cited in the draft proposed policy changes. Mr. Kirby believed most schools would fall within the normal conditions mentioned, but for others, possibly Clear Lake, an engineering study might be required to determine the appropriateness of sign placement. Mr. Kissler suspected that with adoption of criteria to apply City-wide, funding for the signs could be found in the budget. He believed the draft submitted by Mr. Kirby would be a good basis for developing specific criteria.

Mr. Kirby wondered if submittal of the draft alone would be adequate direction to staff from the Traffic Safety Commission. Mr. George believed it might be premature to base a plan for Keizer on criteria cited in a draft document. He did not disagree with putting up school safety signs, but stressed the importance of enforcement in slowing down traffic. Mr. Kirby was unsure where to go for a final copy of the proposed policy changes. He asked Mr. Kissler if the

draft would help staff if it undertook the effort to study all of the school areas in town. Mr. Kissler believed it would be a helpful starting point. He emphasized that cost would be a determining factor for the City.

Mr. Kirby moved that the Traffic Safety Commission supports signage within established school zones that indicates that "traffic fines double in school zones," throughout the City of Keizer. Ms. Dibble seconded the motion.

Mr. Kramer wondered if criteria should be uniform for Keizer and Salem since they have common boundaries. Mr. Kissler commented on Salem's use of overhead beacons, a very costly measure. He was unaware of any data in support of beacons rather than signs.

When asked if his intention was to recommend the draft document, Mr. Kirby stated that he had purposely said in his motion "established school zones" to convey the Commission's support for the concept of establishing such zones. Upon giving staff the Commission's approval to move forward with a plan, his preference was to allow staff to finalize a plan with specific criteria and carry forward a recommendation to the City Council.

The motion carried unanimously.

Mr. Kissler indicated that he would take the information and move forward. He will be sure the Traffic Safety Commission chair receives a copy of the finalized report.

- **CAC Update**

Copies of the Salem CAC August 19 and September 16 meeting minutes were distributed to Commission members. Mr. Smyres attended the August meeting, but neither Mr. Kirby nor Mr. Smyres were able to make it to the September meeting.

Mr. Kirby called attention a list of traffic calming measures identified and voted on by the CAC at their August meeting. With regard to the CAC's preferences, he suspected a poll of Keizer's Traffic Safety Commission members would result in similar responses. Looking at the CAC September minutes, Mr. Kirby commented on a list of criteria developed by the CAC to be used as a basis for when to implement a neighborhood traffic control device. A final document in the CAC handout was a draft of the Neighborhood Traffic Management Element of Salem's Transportation System Plan. The responses from the CAC were incorporated into tables delineating the results of a scoring process for neighborhood routes, collectors and arterials.

Mr. Kirby noted that although Salem's results were achieved by a citizens advisory commission, considerable staff time and technical support were necessary to assemble and develop the data. He pointed out that Keizer's Traffic Safety Commission does not have like resources to aid in putting together a final report to take to Council. He believed the considerable amount of information gathered by the Commission would serve as a basis in developing a traffic calming devices plan for Keizer. However, he was unsure how much further the Traffic Safety Commission should go with the issue due

to budget implications and the need for technical review. He solicited input from the Commission as to how to proceed; whether to pass the information on to staff, or go directly to the Council. He emphasized the need for public input at some point.

Mr. Smyres had attended many of the CAC meetings and was well aware of all the work put in by the group and Salem staff. Should the Traffic Safety Commission go on to develop a specific recommendation, he believed a City staff member should be assigned to work with the Commission.

The Commission briefly talked about some of the traffic calming measures proposed in the CAC document. They believed any recommendation should also identify possible funding sources. The need for input regarding possible impacts on emergency vehicle response time was also mentioned. Public Works Director Kissler wondered if other communities had established criteria. Mr. Kirby will bring back information he received from Portland regarding their plan.

After discussion, it was agreed that Mr. Kirby would talk to City Manager Mull about the process for passing on a recommendation. He will request staff involvement; whether it be that staff carry the process forward from this point, or provide guidance to the Commission in developing specific criteria. Mr. Kirby's preference was that the Traffic Safety Commission, as a final step in the process, develop and send on a recommendation through staff to the Council. He indicated that he would like to complete the process by the beginning of 1999. Mr. Kirby asked the secretary to provide Mr. Mull with a copy of the CAC handout prior to their meeting next week.

- **Parades/Events Ordinance**

Sgt. Teague distributed copies of material assembled by Lt. Miranda, the former staff liaison. Included was a draft permit procedure and application form, and a copy of a sample permit application received from the City of San Diego.

Sgt. Teague was unsure who drafted the procedure which specifically named the City of Keizer throughout the document, but pointed out that it and the attached application form are identical to Marion County's.

Sgt. Teague was unsure what specific direction was given to the Traffic Safety Commission when it was assigned the task of coming up with a process for parades and events. Mr. Smyres recalled that each Commission member submitted material relevant to some specific aspect of the process. And, that Lt. Miranda intended to collate and assemble the information into a single document for the Commission to review.

In looking at the two samples provided by Sgt. Teague, Mr. Kirby's preference was for the shorter, more concise procedure and application rather than the lengthy application used by the City of San Diego. It was pointed out that in addition to the procedure outline and application form, an ordinance requiring the permit would need to be drafted for submittal to the Council.

After discussion, Sgt. Teague indicated that he would contact City Recorder Tracy Davis to determine the specific documentation wanted from the Traffic Safety Commission.

6. REPORT FROM CHAIR

Mr. Kirby commented on an article in today's *Statesman Journal*. It talked about prime concerns in Salem neighborhoods. A telephone survey of 403 Salem residents identified traffic and speeding as the top fear of Salem residents. A survey taken a year ago identified burglary and robbery as the top fear. The paper reported that the Salem Police Department was not surprised at this year's responses.

7. SUBCOMMITTEE REPORTS

Traffic

Mr. Smyres pointed out on his color coded wall map the locations of traffic accidents that occurred during the month of August. He noted that if accidents continue at the rate so far this year, the total for the year will greatly exceed last year's total. He was particularly concerned about the high number of accidents at Chemawa and River Road. He wondered if it would be possible to pin-point the problem at that intersection. Sgt. Teague suspected that some of the accidents were not immediately at the intersection, but on down the street. He indicated that he would pull the reports to see exactly where they occurred. Mr. Jackson pointed out that accidents at the driveway into the Roth's parking lot are sometimes identified as Chemawa and River Road. Mr. Smyres reiterated concerns he previously expressed about illegal left-turns into the Shari's restaurant parking lot. Ms. Dibble commented on the use of Wittenberg Way as a cut through.

Vision Clearance

Mr. Smyres distributed copies of a draft information and complaint form flyer he developed with help from City Hall receptionist, Sara Sol. City Manager Mull has agreed to include the flyer in water billings and to make it available at the City Hall front office. The flyer, with the heading "Hazards In Your Neighborhood," displays a graphic of tree vision clearance height requirements, lists vision clearance provisions, and includes a complaint form.

Mr. Smyres noted that the cost to send out the 9,000 flyers would be approximately \$253. He assumed the costs would be absorbed by the City since the City Manager approved the mailing.

Mr. George had some concerns about the clarity of the graphic. Mr. Smyres pointed out that the distributed copies were done on the City's photo copy machine--the actual copies in the mailing will be done by Lazerquick and should have greater definition.

Mr. Smyres also hoped to have an article and complaint form published in the *Statesman Journal* and the *Keizertimes*.

Mr. George moved to forward the "Hazards in Your Neighborhood" flyer to staff to send out in water bills as soon as possible. Mr. Smyres seconded the motion.

The Commission discussed modifications to the flyer. Sgt. Teague pointed out some outline form inconsistencies in the proposed draft. Mr. Kirby suggested that referenced ordinance numbers follow rather than precede subject-matter verbiage in the outline. A comment was made that perhaps the complainant's name and phone number should not be required. Public Works Director disagreed. He pointed out the need for a contact person if complaints are to be resolved. Mr. George wondered if wording should be added to let residents know that complaints can be returned with water payments. Mr. Kirby believed it would be apparent.

Mr. Smyres will have staff further review the draft and make the suggested modifications. He believed flyers should also be sent to the City's sanitary haulers.

The motion carried unanimously.

ADA Regulations

Ms. Dibble reported that the audio tapes she obtained on ADA regulations contained no new information on traffic related requirements or proposals. She commented on the need for sidewalks in Keizer, particularly in locations with heavy pedestrian traffic such as Chemawa Road. Mr. Smyres recalled that the projected date for Chemawa Road improvements is 2002.

8. BIKEWAY COMMITTEE REPORT

No one was present from the Bikeway Committee.

9. STAFF LIAISON REPORT

Sgt. Teague commented on the accidents and incidents statistical reports for the month of August. He will send out the September reports when they are available.

10. COUNCIL LIAISON REPORT

In Mayor Koho's absence, Public Works Director Kissler briefly reported on City-related activities and events. He commented on a planning session he attended in Salem relative to a transportation plan for Portland Road. Keizer's interests in Salem's planning are relative to possible impacts on Claggett Creek watershed, and a future bikeway network.

Mr. Kissler announced that Keizer's "Fall Haul," sponsored by the City in cooperation with local garbage franchises, will be held on December 5 at McNary High School from 9 a.m. to 3 p.m. Leaves and grass will be accepted.

Mr. Kissler also mentioned plans for an open house at the City's new pump station on Ridge Drive.

11. OTHER/NEW BUSINESS

Mr. Jackson advised that he responded to KURB's request for comments regarding the River Road Design Plan Update. His comments were relative to three issues: vision clearance, proposed driveway closures, and the Plan's encouragement of high density housing in commercial areas. Mr. Jackson briefly expanded on his responses.

Mr. Smyres stated that he had also sent a letter. He had expressed concerns about a proposal to narrow River Road and add bike lanes.

Mr. Kissler advised that a response was also submitted by the Public Works Department expressing concerns about some of the proposals.

12. ADJOURNMENT/NEXT REGULAR MEETING - November 19, 1998

Mr. Smyres asked to be excused from next month's meeting due to vacation plans.

Mr. Kirby reminded the Commission that the November meeting will be held on the third Thursday of the month.

The meeting was adjourned by Chair Kirby at 9:00 p.m.