

**MINUTES
CITY OF KEIZER
TRAFFIC SAFETY COMMISSION
KEIZER CITY HALL LIBRARY
SEPTEMBER 25, 1997**

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, Ernest Smyres, David McKane, and Mike Kirby. Fred George was excused.

Also present were: Council Liaison Dennis Koho, Staff Liaison Sgt. Mark Miranda, and Recording Secretary Nona Oxe'.

3. REVIEW/APPROVE MINUTES - August 28, 1997

The minutes were approved as submitted.

4. APPEARANCE OF INTERESTED CITIZENS

Barry Evensen of the Bikeway Committee was present as an observer. He volunteered his committee's assistance should the Traffic Safety Commission sponsor any bicycle rodeos or other bicycle-related events.

5. ELECTION OF VICE CHAIR

Mr. Smyres nominated Fred George for the office of Vice Chair. Mr. McKane seconded the nomination. Hearing no other nominations for the office of Vice Chair, Mr. Kirby declared the nominations closed. Fred George was unanimously elected as Vice Chair of the Traffic Safety Commission.

6. REPORT FROM CHAIR

Mr. Kirby advised that he would be reporting on items as they appear on the agenda.

7. SUBCOMMITTEE REPORTS

GRANT PROGRAM REPORT - Mr. Kirby

Mr. Kirby reported that the theater screening of the bicycle helmet message will run through the end of the month. Sgt. Miranda added that the bills have been paid. He responded to questions about the grant fund reimbursement procedure. Sgt. Miranda will provide Mr. Kirby with the necessary reimbursement documentation to send to ACTS with Mr. Kirby's report on the grant activities. Mr. Kirby indicated that he would check with Helen Liere of ACTS on whether any remaining funds from the grant could be used for other activities beyond the September 30 deadline. Mayor Koho again thanked the commission for its successful public education campaign.

TRAFFIC CALMING DEVICES

Mr. Kirby recalled last month's public input regarding speed humps, and the Commission's response that it would be gathering information to use in developing criteria for the use and placement of traffic calming devices. Mr. Kirby intends to request information from ACTS, and soon should receive some information he requested from Portland. He distributed copies of an article from *Nation's Cities Weekly* entitled "City Ideas That Work." It talked about successful traffic calming projects in several cities, including Portland. It also listed a Glossary of Traffic-Calming Techniques. Mr. Kirby felt that the article would help in learning terms. Mr. Kirby also distributed copies of relevant sections from a handout published by Salem's Transportation Services Division entitled "Traffic Information Booklet." In addition to receiving the published information, Mr. Kirby had spoken with Peter Hernandez of Salem's Transportation Services Division. Mr. Kirby commented on some of the issues identified by Salem with regard to traffic calming devices, including their effectiveness and cost-effectiveness. He hoped to very soon receive more information from Salem.

Mr. Smyres noted that in a conversation last week with City Manager Mull, Mr. Mull had indicated that he would like the Traffic Safety Commission to identify a location appropriate for a traffic circle pilot project. Sgt. Miranda suggested the Rafael and Shoreline intersection. He felt that it was one of the few intersections in Keizer wide enough to support a circle.

Mayor Koho reminded the Commission of a recent request for some type of traffic calming device in the area of Claggett Street. In discussion, the general feeling was that the location proposed by the neighborhood probably would not support a traffic circle.

A discussion followed regarding the appropriateness of the Rafael-Shoreline intersection. Mayor Koho suggested getting input from the West Keizer Neighborhood Association to see if they are interested in supporting a circle at that location. He also suggested that the Commission report to the Council and get a response before proceeding further with the proposal.

It was the consensus of the Board to recommend Rafael and Shoreline as the location for a traffic circle pilot project. Mr. Kirby indicated that he would share the proposal with Verena Wessel of the West Keizer Neighborhood Association, and prepare a report for Council. He will contact City Recorder Tracy Davis to schedule the item on the Council agenda.

Mr. Kirby referred to a letter received last month from Keizer Fire Chief Greg Frank requesting a delay in installing any additional speed humps in Keizer until the City prepares a traffic management program. He asked if Mayor Koho knew of any such program now underway. Mayor Koho knew of no such undertaking other than what had previously been discussed by the Traffic Safety Commission. He felt that it would be valuable to have someone from the fire district present when a proposal is discussed.

Mr. Smyres reported that he talked with City Manager Mull about redoing the speed humps on Ridge Drive and Keizer Road to meet the specifications originally proposed by the Traffic Safety Commission. Mr. Mull had indicated that the changes could be made, weather permitting. Mr. Smyres was unsure when the work might be done. Mayor Koho suggested that in his report to the Council, Mr. Kirby also mention the Ridge Drive speed hump issue and get Council to direct staff to fix the humps. He was astonished that when designing the humps, the traffic engineer was completely unaware of the work done by the Commission.

VISION CLEARANCE PROPOSAL - Mr. Smyres

Mr. Smyres reported that when he talked with Mr. Mull early last week, he was told that the Traffic Safety Commission's draft vision clearance proposal was at the City Attorney's office being reviewed and put in the proper form. And, that the Commission should have the formatted draft by Thursday or Friday. On Friday, when he had not heard anything, he called City Hall but was unable to get any information. He stopped by City Hall on Monday, and was directed to City Attorney Johnson's private offices on River Road. Mr. Johnson was not available on Monday, but finally by telephone on Tuesday Mr. Johnson informed Mr. Smyres that he had not had time to look over the draft. From the conversation with Mr. Johnson, which included references to the Planning Commission, Mr. Smyres has some concerns about receiving an impartial draft of what was proposed by the Traffic Safety Commission.

Mr. Smyres noted that the Traffic Safety Commission first discussed revising vision clearance requirements in September, 1996. He was dismayed that the process had been delayed this long. Mayor Koho expressed disappointment in the way the proposal was handled by staff. He perceived support of the concept when it was presented to the Council by the Traffic Safety Commission. He believed that Council's intent was that the proposal come to the Council as a separate issue, rather than delaying it until the Development Code is finally submitted for review and hearings.

Mr. Smyres noted staff's and the Planning Commission's objections to the proposed enforcement section. He pointed out that the Traffic Safety Commission's proposed text was taken directly from Salem's code. He felt that if it was enforceable in Salem, it should also be enforceable in Keizer. Mayor Koho believed that the City's current enforcement ordinance could easily be applied, merely by writing in a reference to that section of the Code.

Mr. Kirby indicated that he would report to the Council on traffic calming devices, and he would carry forward comments about altering the speed humps on Ridge Drive. Also, if so directed by the Commission, he would mention that the Commission's vision clearance proposal is at city attorneys office. It would allow opportunity for the Council to ask the Attorney to complete his work and bring it back for Council's consideration. Mr. Smyres felt that it was important that the City Attorney hear the views of the Traffic Safety Commission, not just those of staff. Mayor Koho stated that as a duly authorized commission, the Traffic Safety Commission could direct staff to do the work. He suggested doing so by motion of the Commission.

Mr. Smyres moved that the Traffic Safety Commission direct City staff to prepare the necessary vision clearance ordinance, as outlined by documents prepared by the Commission, to submit directly to the City Council. Ms. Dibble seconded the motion.

The motion carried unanimously by those members present.

Sgt. Miranda will carry the motion to City Manager Mull.

Mr. Smyres noted that last month he turned in about nine addresses where tree limbs overhung the street. The City wrote letters to the property owners, and two of the nine complied. Sgt. Miranda commented on current enforcement procedures. Mayor Koho added that the City will soon have a code enforcement officer to accelerate the process. Sgt. Miranda suggested that Mr. Smyres give him the addresses of those still not in compliance to forward on to the appropriate staff.

8. BIKEWAY COMMITTEE REPORT

Barry Evensen from the Bikeway Committee had nothing further to report

9. DISCUSSION

PARADES/EVENTS PROPOSAL

Mr. Kirby referred to the sample parades/events ordinances distributed by Sgt. Miranda last month.

Sgt. Miranda recalled that the City Council referred the issue to the Traffic Safety Commission to come up with a proposal for regulating such events in Keizer. Mr. Smyres stressed the importance of getting staff's cooperation up front to avoid problems similar to those encountered with the speed humps, and vision clearance proposal.

Sgt. Miranda reported that only last week the Police Department was informed that the high school wants to hold a parade tomorrow night. Not enough time was given for the Police Department to put together a plan to assist. Sgt. Miranda stressed the need for some kind of tool to allow the City to say yes or no, and spell out procedures for notification, etc. He noted the potential for such events, with the growth of the city. Sgt. Miranda anticipated that the process to develop an ordinance would take several months. Mayor Koho added that a public hearing might be necessary as part of the process.

Sgt. Miranda led a brainstorming session to come with ideas for what might be included in a draft ordinance and procedure. Commission members agreed to divide up the list of identified issues, and from the ordinance samples, come up with language specific to each issue.

The following is a list of the identified issues, and the Commissioner assigned to each:

- Notification (to City and to affected area/fire department, etc.) - Kirby
- Safety - Kirby
- Insurance - Smyres
- Staff levels - Smyres
- Time lines - George
- Traffic plan (routes) - George
- Fees/services - Dibble
- Clean-up - Dibble
- Types of events - McKane
- Application process - McKane

. Each Commissioner is to report back next month

GOALS AND OBJECTIVES

Mr. Kirby pointed out changes in the Commission since the current list of goals and objectives were defined. He felt that the time was appropriate to revisit the goals. He noted that the goals and objectives previously developed by the Commission appear, each month, on the back of the agenda. He briefly reviewed the identified target areas. He deferred to Sgt. Miranda who had led the previous brainstorming session.

Sgt. Miranda suggested as the first part of the process that the Commission look at the list to see how it did in meeting the defined targets. From there, it could proceed to the same brainstorming process previously used.

The Commission proceeded to review the objectives listed under each goal to determine those accomplished, those needing more work, and those not pursued. A lengthy discussion followed. It was determined that some of the objectives under each goal were accomplished, with the exception of those dealing with review of the current ADA status in Keizer. In the course of discussing vision clearance objectives, Mr. Smyres distributed copies of a handout he put together having on the front side a visual depiction of the proposed requirements for trees and corner landscaping, and on the back side, a violation reporting form. He recalled talk of putting such a handout in the water bill mailings.

After discussion, it was the consensus of the Commission that some of the previously identified goals should be carried forward, some combined, and at least one added. The following is a list of goals that the Commission will pursue:

- Develop a Program to Identify Traffic Problems
- Review Current ADA Status in Keizer and Make Recommendations
- Improve the Commission's Coordination with Staff, the Council and Other City Committees
- Continue Public Information Programs Promoting Traffic Safety
- Develop Criteria for Establishing Traffic Calming Devices

It was agreed to wait until next month to define objectives under each goal. Mr. Kirby suggested that once a list is complete, specific areas of interest be assigned to subcommittees to work on throughout the year.

10. STAFF LIAISON REPORT

Sgt. Miranda reviewed Police Department material distributed to Commission members. Included were Keizer Police Department statistical reports: *Consolidated Monthly Report Traffic - 8/1/97 thru 8/31/97*, *Accident Log - 1997*, and *Traffic Speed Survey Statistics for August, 1997*. He acknowledged that the statistics might be useful in developing criteria for traffic calming devices.

Sgt. Miranda also provided copies of a document entitled *Summary of Motor Vehicle Traffic Accidents*. The material was taken from a book published by the Department of Motor Vehicles. Sgt. Miranda commented on sources of information used by DMV to put together the report.

Sgt. Miranda reported on the success, to date, of the Three Flags Project which this year targets safety belt enforcement. A pre-survey last week indicated 93% compliance. In July it was only 75%. In connection with the project, the Police Department has produced a new slide which is now showing at the Keizer Cinema. The subject is "buckle up."

Sgt. Miranda hopes to have a meeting on October 10 with people at the stadium to do a debriefing on the traffic activity events that occurred there during the baseball games. He would like someone from the Traffic Safety Commission to sit in on the meeting. He will let Mr. Kirby know when the date and time is fixed.

A project now being pursued by Sgt. Miranda is the possibility of getting for Keizer a programmable sign such as is used on highways. He saw opportunity for several uses including traffic direction at Volcanoes games, public works road work projects, neighborhood speed control, and possibly a "buckle-up" reminder on River Road. He has requested a sample sign and will let Commissioners know when it is in town. Sgt. Miranda as yet had no cost information.

Mr. Smyres recalled Helen Liere talking about the possibility of a grant for a hand-held radar gun. Sgt. Miranda had no further information, but suspected that it would fall under the small mini-grant program.

Mr. Smyres wondered about the effectiveness of the article put in the newspaper reminding drivers to stop for school buses. Sgt. Miranda was aware of only one citation since school started. He commented on a meeting that will be held in Portland next Tuesday on bus issues. He was unsure whether school buses would be discussed.

11. COUNCIL LIAISON REPORT

Mayor Koho reported that Council agreed to become a member of the Cable Regulatory Commission. It means that members of the Keizer community can become trained to run TV equipment and put on their own programs. He felt that it might be of interest to the Traffic Safety Commission. Mayor Koho will probably head one program monthly. In response to a question from Mr. Kirby, Mayor Koho gave survey statistics on CCTV viewership.

Mayor Koho reported that an individual who wishes to remain anonymous has offered to landscape, light, and maintain the Salem/Keizer gateway sign at the south entrance to Keizer. The only condition is that a safety barrier be installed to prevent vehicle damage to the structure. Salem, so far, has refused the condition, but Mayor Koho will continue to pursue the offer.

Mayor Koho reported on issues relevant to the Traffic Safety Commission discussed at today's meeting of SKATS (Salem-Keizer Area Transportation Study). Two SKATS

advisory committees will work on issues regarding the existing bridge and bridge heads, and possible location of an additional crossing should it be determined that one is needed. He saw the issue as vital to Keizer's interest, and succeeded in getting additional Keizer membership on a committee.

Mr. Kirby asked if a Lockhaven Drive extension was one proposed bridge location. Mayor Koho indicated his personal opposition to such an extension because of the high-speed traffic that would be generated next to Keizer schools. From the information he now has, his preference would be something not in Keizer, but on the south end where it would hook up immediately with Salem Parkway. He suggested that anyone interested in serving on the committee let him know.

12. OTHER/NEW BUSINESS

Mr. Smyres brought up a traffic issue he previously called attention to involving the lane change at Cherry Avenue and Salem Parkway. Mayor Koho advised him that a center lane will be created in the Cherry Avenue rebuild project soon to begin. Sgt. Miranda pointed out that there have been no accidents at that location.

Mr. Smyres suggested rescheduling the November and December meetings since they both fall on a holiday. It was the consensus to reschedule the meetings for November 20 and December 18.

Mr. Kirby announced that Mr. George is still interested in including something about each member, or a quote from each member on the Commission's web page. To make the public aware of the Traffic Safety Commission information and citizen complaint form now on the web page, Mr. Kirby will put an article in the newspaper. Mr. McKane suggested putting the message on water bill mailings. Mayor Koho pointed out that water bills are received half one month and half the next. Sgt. Miranda will pursue water bill mailings.

Sgt. Miranda announced that the Police Department now has E-mail.

13. ADJOURNMENT

NEXT REGULAR MEETING OCTOBER 23, 1997

The meeting was adjourned by Chair Kirby at 8:55 p.m.