KEIZER TRAFFIC SYSTEM DEVELOPMENT CHARGE TASK FORCE MINUTES

Wednesday, September 8, 2004
5:30 p.m. Keizer City Hall
Conference Room B

Present:

Andy Mortinson, Transpo Group – Consultant
Karen Trucke, Gubser Area Resident
Rich Duncan, Commercial Contractor
Don Jenson, Northwest National
Jacque Moir, Councilor
Judy Smith, Councilor
Hersch Sangster, Bikeways
Mike Smith, Builder
Ufemia Casteneda, Resident
Eric Scott, Grande Ronde Tribe

Staff:

Nate Brown, Community Development
Rob Kissler, Public Works
Debbie Lockhart, Recording Secretary

Nate Brown explained that the task force was not charged with determining if SDCs are good or bad, but to determine the most appropriate methodology to establish when the process begins to develop the System Development Charges. He explained that Keizer Station is part of the reason this issue is being addressed.

Andy Mortinson explained that SDCs are only to be used to build capital improvements serving the needs of growth. They cannot be used to resolve existing deficiencies, but can be used to resolve deficiencies that are caused by growth over a period of time and 20 years is usually the planning horizon. The Keizer Transportation Plan identifies existing deficiencies and the capital improvement plan is based on future deficiencies. The Council of Governments for the Marion County-Salem-Keizer area is refining their travel model to have a more current base year and a more accurate future planning horizon and, when that is received in full, it will be used to reconfirm the base year existing deficiencies for 2004 and future deficiencies.

Mr. Mortinson then explained daily trips vs. peak hour trips and how the ITE Trip Generation Manual will be used along with the COG model. He noted that the model will be used to do specific calculations on each of the potential CIP projects and differentiate the new trips being generated at the Keizer Station vs. the rest of the UGB. He also pointed out the list of identified deficiencies and added that the next task would be to confirm or modify those findings.

Andy did a Power Point presentation on the draft or interim CIP noting that the task of the committee was to go through the CIP in part and confirm or modify it to make sure it stands the test of an SDC ordinance that the Keizer community wants to adopt for itself. A more rigid cost estimating planning level analysis was done so that SDC eligible improvements can be better clarified. From that analysis less than 6 SDC options were built for the group's consideration.

Mr. Mortinson added that this would be the first of two major work sessions where feedback and input would be received on the validity of assumptions made by the consultant. He referred to Table 1 explaining how he had looked at the projects, listed the CIP projects, classified the project cost estimates and SDC eligibility, showed capacity increasing improvements, and estimated what is causing the need for improvements.

He noted that his company had reviewed examples of 20 +/- projects and updated the cost estimates to 2004 dollars so the CIP would have current dollar amounts to work from. As an example he focused on Verda Lane listing costs and noting that 33% of the project cost would be attributable to growth. He added that he could go through the CIP project by project if the task force so desired, but he needed specific direction to that effect from the committee.

Andy continued that dividing all the SDC eligible costs by the number of new trips generated by growth will determine the cost per new trip that any development, based on its characteristics will pay. The SDC costs will be defined by the determination of where the deficiencies are, focusing only on future deficiencies, fine tuning the cost estimates and validating where the growth will occur.

In preparation for the next meeting Mr. Mortinson explained that the SDC equation is: SDC costs ÷ number of new trips = capital improvement costs caused in need by growth. This number ÷ new trips generated = cost per new trip. He added that he had already identified Keizer Station area projects identified in the Master Plan as "Required Mitigating Projects" and was planning on recommending to the city that they obligate themselves to the Keizer Station to share on the projects that were previously identified as improvements. He noted that at the next meeting there would be more accurate information relating to demographics, the identification of deficiencies - both existing and future, and select link analyses that differentiate where growth separately from Keizer Station and the rest of Keizer is impacting each project.

Nate Brown encouraged members to review the information presented at the meeting and send specific questions to him so he can forward them to Andy. *The committee's task is to determine what projects are validated by growth and determine the fair share*. Andy clarified: How much growth, what are the necessary projects, how much will they cost, what is SDC eligible and, finally, what does the methodology tell us regarding the total cost to a new development.

The meeting adjourned at 7p.m.

Next meeting ~ Wednesday, November 10, 2004, at 5:30 pm, Conference Room B