

Accessibility and Accommodation Requests

For questions about accessibility or accommodations for persons with disabilities, or to request a translator, interpreter, or other communication aids, please contact Melissa Bisset at 503-856-3412 or bissetm@keizeror.gov. The City of Keizer is committed to providing equal access to all public meetings and information per the requirements of the ADA and Oregon Revised Statutes (ORS). The Keizer Civic Center is wheelchair accessible.

To provide oral comments via electronic means, please contact the City Recorder's Office no later than 2:00 p.m. on the day of the meeting. Most regular City Council meetings are streamed live through www.KeizerTV.com and cable-cast on Comcast Channel 23 within the Keizer City limits.



KEIZER MULTI-MODAL SAFETY COMMITTEE
AGENDA

Thursday, September 17, 2026, 6:00 PM
Robert L. Simon Council Chambers
930 Chemawa Road NE
Keizer, Oregon

1. **CALL TO ORDER**
2. **APPROVAL OF MINUTES**
 - a. August 2026
3. **APPEARANCE OF INTERESTED PERSONS**
4. **LOCAL SAFE SCHOOL ROUTES PROGRAM: PRESENTATION BY JACOB LIPPERT**
5. **REVIEW THE NEIGHBORHOOD TRAFFIC MANAGEMENT PROGRAM FOR CHANGES**
 - a. NTMP ~ Draft Revision by Staff
6. **NEW/OTHER BUSINESS**
 - a. Tour Locations with the Public Works Director on Oct. 15th
 - b. **2027 MMSC Meeting:**

In the past, you have not met in December.

Did you want to cancel the December 16, 2027, meeting?
7. **COMMITTEE MEMBER INPUT**
8. **STAFF REPORT**
9. **POLICE LIAISON REPORT**
10. **COUNCIL LIAISON REPORT**

11. MEMBER REPORTING TO COUNCIL: HERSCH SANGSTER ON SEPT. 21ST OR OCT. 5TH
12. NEXT MEETING: OCTOBER 15TH
13. ADJOURNMENT

Neighborhood Traffic Management Program:

<https://www.keizer.org/NeighborhoodTrafficManagementProgram>



MINUTES
KEIZER MULTI-MODAL SAFETY COMMITTEE
Thursday, August 20, 2026
Robert L. Simon Council Chambers
930 Chemawa Road NE
Keizer, Oregon

- 1. CALL TO ORDER** Chair De Blasi called the meeting to order at 6:01 p.m. Attendance was noted as follows:

Present: Michael De Blasi, Chair Michael Welsh David Dempster Hersch Sangster, Vice Chair Matt Myers Trevor Lewis Lazlo Montoya Mendoza, Youth Liaison Absent: David Philbrick	Council Liaison/Staff Present: Council President Starr Mike Griffin, Storm Ops & Streets Martin Powell, Police Liaison Dawn Wilson, Deputy City Recorder Keare Blaylock, Public Works Director Council Liaison/Staff Absent:
--	--
- 2. APPROVAL OF MINUTES**

 - a. July 2026** David Dempster moved for approval of the July 2026 Minutes. Matt Myers seconded. Motion passed as follows: De Blasi, Dempster, Sangster, Myers, Lewis, and Welsh in favor with Philbrick absent.
- 3. APPEARANCE OF INTERESTED PERSONS**

Kathy Hill's written testimony, read by Rhonda Rich

Kathy Hill, Keizer, expressed frustration that traffic on Manbrin Drive had continued to increase despite the installation of a speed-limit sign. She reported that large commercial and passenger vehicles frequently traveled at high speeds on the street and that the speed-limit sign had been ineffective. She also expressed concern about the upcoming school year and school bus traffic.

Ms. Hill noted that neighbors were frustrated by the amount of time it had taken to obtain the speed-limit sign and felt that previous efforts to address speeding had not been effective. She stated that she and her neighbors felt they had no further options and would have to live with the situation.

Additional Comments and Requests – Rhonda Rich

Rhonda Rich provided background on efforts to address traffic concerns on Manbrin Drive, including a speed study and an application to the Neighborhood Traffic Management Program (NTMP). She said residents later requested and obtained a speed-limit sign through City Council but felt it had been ineffective. Ms. Rich requested that orange placards be added to the sign and described continued frustration among residents. She also noted that the West Keizer Neighborhood Association had purchased “Slow Down” signs for residents to use in areas with traffic concerns.

Hersch Sangster commented that Loren's Sanitation was very receptive to concerns and asked about the neighbor mentioning to Loren's Sanitation about employee speeding.

Matt Myers commented that the Multi-Modal Safety Committee (MMSC) needed to help citizens feel safe by giving this matter some consideration.

Officer Powell explained that concrete trucks need to access residential areas for construction and improvement projects. Regarding the speed trailer request, he had a spreadsheet that tracks all requests, and it had been on Manbrin even though no one had made a request. He drives down Manbrin and responds to complaint-driven calls. He requested that speed issues need to go to the Police Department first so they could have a chance to respond.

Council President Starr commented that she understood that this was a complaint-driven City, but it drives frustration when the same issue was brought over and over to the MMSC. She suggested taking a proactive approach to residents' concerns by considering solutions that could address safety issues and help residents feel safer, even when the concerns involved perceived speeding or unsafe conditions.

Chair De Blasi commented that he agreed with Council President Starr and asked about the Police Department working with Public Works before issues come to the MMSC. He would like to see a proactive approach.

Officer Powell commented that he could have a trailer placed on Manbrin, West of Kathy Hill's house next week.

4. COMMUNITY SAFETY CONCERNS & ACTION TRACKER ~ Staff Update

Michael Reed, GIS Technician, and Public Works Director Keare Blaylock provided an update on the Community Safety Concerns and Action Tracker.

Ms. Blaylock took feedback from the recent joint meeting that the Multi-Modal Safety Committee (MMSC) had with the Council. She outlined the new Neighborhood Traffic Management Program (NTMP) by including Goals to start the process of updating the program with tracking and defining roles

and responsibilities. She stated that she had a draft document if this was the right direction for the members to review and provide feedback.

The new NTMP process consisted of six steps and did not require an application.

Traffic complaints should initially be reported directly to the Police Department.

Mr. Reed shared the online form where complaints could be logged would go directly into the Traffic Complaint Map, which also connected to a dashboard with statistics and could be filtered by the types of complaints. Once more data was entered into the database, the heat maps would show hot spots in Keizer and traffic complaints. Public Works could use this tracker to conduct an analysis.

Travor Lewis left the meeting around 6:45 p.m.

Once the tracker had all the data, a public-facing product would show the various categories and steps in the process that staff was addressing, so the public would see the status of their complaints.

David Dempster commented that major traffic issues may be missed because no one reported them. Ms. Blaylock commented that staff was in the community and addressing issues regardless of the reported complaints.

Ms. Blaylock stated that the intent of the centralized tracker was to take the burden off the community.

Officer Powell commented that there needs to be a timeframe so that it would be more feasible for the police to monitor and enforce complaints.

Mr. Sangster asked about the reporting method for graffiti. Ms. Blaylock explained that, similar to complaints regarding illicit discharge, code enforcement, graffiti, and other City programs, traffic safety complaints would be submitted to the City for staff to triage, document, evaluate, and address.

Ms. Blaylock noted that residents should not have to go through a separate process, obtain sponsorship, or attend a meeting to report an issue. Ms. Blaylock said the City would establish a complaint-response process and, once the information was collected, staff could analyze the complaints and map the reported locations. She added that a new traffic safety webpage would provide a method for submitting complaints.

Mr. Reed shared that he would also be able to produce automated reports

that could be provided to the MMSC.

Ms. Blaylock shared the following steps:

Step 1 - Intake traffic complaint

Step 2 - Chronic problem identification with database screening and the NTMP potential issues

Step 3 - Collect data and share results.

Step 4 - Education for the community and traffic-calming devices

Step 5 - Enforcement

Step 6 - Engineering

Mr. Dempster commented that he wanted to change the criteria. Ms. Blaylock shared that the thresholds wouldn't be changed.

Ms. Blaylock explained the need for the 75% buy-in for improvements and that staff would be collecting the approvals of neighborhoods. She shared that the process was similar to the current NTMP, but the new NTMP would be straightforward.

Ms. Blaylock shared that there were various classifications of traffic-calming devices. She would like to have the City Engineer establish the standards, specifications, and applications.

The members expressed excitement and appreciation for the new process. It was requested that tonight's complaint on the Manbrin speeding issue be a test case for the new process.

5. OTHER BUSINESS

a. Pricing on Traffic-Calming Devices ~ Staff Presentation

Public Works Director Keare Blaylock discussed pricing for various traffic-calming devices and explained that costs and designs can vary depending on the location. She noted that sizing and scale, landscaping, and drainage must be evaluated for each installation, as certain devices, such as curb extensions, could alter drainage patterns. Therefore, many traffic-calming devices would need to be customized to the specific location.

Ms. Blaylock said some devices, including speed displays, speed trailers, and high-visibility sign products, could be priced more readily, and she was researching various options and costs.

The Federal Highway Administration has a robust list with estimated costs that would be shared with the members. She noted that there were outside costs, such as engineering, mounting equipment, and storm drainage modifications, that were not included.

Chair De Blasi asked about having a list of devices that didn't require an engineer's review. Ms. Blaylock commented that that was the reason for the

classifications with the use of pre-reviewed devices.

**b. Neighborhood
Traffic
Management
Program ~ Staff
Update**

This item was discussed under item 4.

**c. Discussion on
Tour Suggestions
with the Public
Works Director**

Chair De Blasi asked members to provide possible locations for a tour with Public Works Director Blaylock. He said he would like to hold the tour in October, if Ms. Blaylock was available, because it would take place during the school year and allow the Committee to observe changing traffic conditions and lighting. He noted that the initial back-to-school period, when police officers were actively educating drivers, had passed and that driver responsibility was more applicable at that point.

Chair De Blasi asked members to submit their suggested locations so they could be compiled into a spreadsheet for members to rank. He also suggested keeping the tour within a very tight geographic area. It was noted that the tour would count as the Committee's regular meeting for October.

Chair De Blasi invited the neighborhood associations to the tour.

Chair De Blasi asked that the members send their suggested locations to him.

**6. COMMITTEE
MEMBER INPUT**

Michael Welsh referenced a video he recently shared with the members, which illustrated the safety benefits of marked sidewalks compared to unmarked sidewalks.

David Dempster shared that ServeFEST would be October 30th at the church across from Fred Meyer on Broadway.

Mr. Dempster requested more information about the e-bike rules. Officer Powell commented that the rules would be changing in January and spoke to the various classifications.

Hersch Sangster shared that he met with Jacob Lippert, Safe Routes to Schools Coordinator, for a fundraiser at Keizer Elementary on Windsor Island Road and other schools. He would be presenting at the September MMSC meeting. Council President Starr suggested asking Mr. Lippert about sharing the school walk dates with the MMSC because the members may want to participate as well.

Matt Myers expressed his appreciation for everyone's work.

7. STAFF REPORT

Storm Operations and Streets Division Manager Mike Griffin reported that the stormwater crew was completing annual outfall, catch basin, and manhole inspections. He also reported that paving work was progressing,

two solar speed displays had been ordered and were expected within a few weeks, and the City of Salem had begun sewer repairs on Lockhaven Drive North near Windsor Island Road.

8. POLICE LIAISON REPORT

Officer Martin Powell provided an update on e-bike enforcement, noting that two families had recently experienced crashes involving children riding illegal e-bikes, including one traveling more than 40 mph. He said the incidents had increased awareness among parents and children and that he had observed fewer e-bike violations recently.

Officer Powell also reported that Oregon Department of Transportation (ODOT) grant-funded enforcement activities for speeding, distracted driving, seat belt, and driving while under the influence of intoxicants violations would end in September. As such, patrol staff were completing the remaining grant-funded overtime hours through saturation patrols.

9. COUNCIL LIAISON REPORT

Council President Shaney Starr shared that the Windsor Island development was discussed at Monday's Council meeting. She expressed concerns about traffic volumes and the mix of traffic but gave credit to the traffic engineer for hearing the concerns. Regarding pedestrian access, she said staff was looking at working with the Wildwood property owner to secure land along Lockhaven Drive for a protected multi-use trail for bicyclists and pedestrians.

10. MEMBER REPORTING TO COUNCIL: Hersch Sangster on TUESDAY, Sept. 8th at 6pm

It was noted that Hersch Sangster would report to Council on September 8th.

11. NEXT MEETING: September 17th

It was noted that the next meeting would be September 17th.

12. ADJOURNMENT

Meeting adjourned at: 7:59 p.m.

Minutes approved: _____

NEIGHBORHOOD TRAFFIC MANAGEMENT PROGRAM



City of Keizer
930 Chemawa Road
Keizer, Oregon 97307-3700
Voice: 503.390.3700
Fax: 503.393.9437

This document was created by the efforts of a collaborative team which included Keizer Council members, Planning Commissioners, Traffic Safety Bike and Pedestrian Committee, city staff and engineers. This document was revised in 2024 to include an engineering study, prioritization matrix criteria, and new speed threshold criteria, reducing the standard from the 85th -percentile to the 50th-percentile. In 2026, updates were made to improve complaint intake and response, to clarify the process, and to expand the use of traffic calming measures.

Last Revision Date: September 2026

Contents

Introduction	2
NTMP Process	2
Step 1: Intake Traffic Complaints	3
Step 2: Chronic Problem Identification	3
Step 3: Collect Data & Share Results	3
Step 4: Education	4
Step 5: Enforcement	5
Step 6: Engineering	6
Definitions	9

Introduction

The City of Keizer is dedicated to keeping our growing neighborhoods safe and livable. Traffic issues like speeding and cut-through volume require a joint effort between the city and our residents. Through the Neighborhood Traffic Management Program (NTMP), we work directly with community members to address local safety concerns fairly. Since traffic solutions are not "one size fits all," we use data and neighborhood context to design tailored fixes that protect the entire community.

While City staff regularly evaluates street safety and implements strategic infrastructure improvements in compliance with state and federal laws, as Keizer grows, neighborhoods increasingly face traffic challenges that can impact safety and livability. Oftentimes traffic management requires a tailored combination of solutions that balance local neighborhood needs with the safety of the community as a whole. The Neighborhood Traffic Management Program (NTMP) provides a consistent, structured process for residents and City staff to address these localized safety concerns and to ensure that limited resources are prioritized fairly and equitably.

While active traffic violations require immediate police intervention, chronic safety issues demand a different approach. The NTMP employs a stepwise approach built on the three "E's" of transportation:

- **Education:** Raising community awareness about safe driving habits.
- **Enforcement:** Targeting specific areas for law enforcement support.
- **Engineering:** Designing and installing physical traffic-calming measures.

These tools not only serve as a cost-effective strategic hierarchy, but are also integrated at various stages of the process to deliver a comprehensive and complete solution.

NTMP Process



Should significant safety issues be identified at any step, City staff may address the issue outside of the NTMP.

Step 1: Intake Traffic Complaints

Traffic complaints should be always be reported **directly to the Keizer Police Department.**

The NTMP process begins when a resident reports a traffic safety issue and/or submits a complaint to the City.

- Submission: Resident submits a Traffic Complaint via phone, email, online form, or in person at the Police Department counter.
- Documentation: Staff logs the complaint into the central geodatabase with a unique identification number, where they can be tracked, monitored, and evaluated.
- Data Capture: The tracking system records key data points, including the date/time, the location, and the type of issue (e.g., speeding, cut-through traffic).
- Complaint Routing: Active traffic violations are routed directly to the Keizer Police Department for standard enforcement and immediate road safety hazards are routed to Public Works for treatment.
- Complaint Response: Non-active traffic complaints (meaning a general report of neighborhood speeding or cut-through traffic) will be validated, triaged, and tracked for ongoing evaluation.
 - Complainant will be encouraged to utilize the City's Traffic Safety Webpage to access free educational resources and tools and/or directed to their local neighborhood association for additional support.
- Reporting: Staff provides a summary of traffic complaints to the Multimodal Safety Committee on a regular basis (e.g., at monthly meetings).

Commented [BK1]: Urge people to report to the Police directly – instead of reporting to Neighborhood Associations or the MMSC as a first step.

The Neighborhood Associations and MMSC are appropriate for general discussions and/or reporting on follow up but should not be the platform for reporting issues.

Step 2: Chronic Problem Identification

Staff monitors incoming complaints to separate isolated incidents from chronic, systemic neighborhood issues.

- Database Screening: Staff monitors the centralized database to look for clusters of complaints in specific areas and flags streets, intersections, and/or corridors that receive multiple independent complaints.
- NTMP Potential: Chronic problems identified in the screening process will be advanced to Step 3 for further study.

Step 3: Collect Data & Share Results

Once a location is flagged as having a potential chronic issue, staff initiates a formal, data-driven evaluation.

- Context Review: Public Works staff performs a qualitative pre-screening assessment to determine if a street, intersection, or corridor is eligible for project status (i.e., whether or not traffic calming measures are feasible at the location).
 - If a location fails to meet the pre-screening criteria, Type 1 traffic calming measures may be provided in Step 4 or 5, but the location is not eligible for Type 2 or Type 3 measures and is not eligible for Step 6 consideration.
 - The City may take alternative action outside of the NTMP to alleviate road safety hazards identified during the assessment, as appropriate.
 - If a location meets the pre-screening criteria, traffic calming measures will be considered in Steps 4, 5, and 6.
- Data Collection: Keizer Police provides current traffic speed and volume data and/or conducts a Speed Study at the requested location. Police may increase patrols or education/enforcement to reduce traffic violations identified in the screening process.
- Threshold Comparison: Speed Study data is compared against NTMP thresholds to confirm if a chronic traffic safety issue exists.
 - If both standard thresholds (speed and volume) are met, the report advances to Step 4, 5, or 6, as appropriate.
 - If only one standard threshold (speed or volume) is met, the report advances to Step 4 and may progress to Step 6.
 - If both minimum thresholds (speed and volume) are met, the report may advance to Step 4 and may progress to Step 6.
 - If only one minimum threshold (speed or volume) is met, the report may advance to Step 4 and may only progress to Step 5.
- NTMP Report Generation: Staff prepares a standardized NTMP Report summarizing the complaint history, pre-screening evaluation results, initial findings from Speed Study data, and next steps.
 - The NTMP Report may be closed, monitored, or advanced to the next step.
- Presentation of Results: The NTMP Report is then placed on the agenda for the next scheduled MMSC meeting. Staff presents the NTMP Report to the MMSC for review.

Commented [BK2]: See Appendix A

Commented [BK3]: See Appendix A

Step 4: Education

Before capital-intensive engineering solutions are evaluated, the NTMP prioritizes targeted education campaigns as the foundational step in effective management of chronic traffic issues. Neighborhood education and public awareness are vital to effective management of systemic traffic issues and improving local livability. Community engagement also serves to build foundational support for the deployment and/or construction of traffic calming measures, if they are later applied.

To maximize impact, the NTMP relies on a paired approach that shares the responsibility for traffic management between the community and City staff.

- **Notifications:** The City contacts complainants to notify them that the report has been elevated to Step 4 of the NTMP process, which requires community-led education action and directs them to the City's Traffic Safety webpage, the MMSC, and to their local neighborhood association for support and resources.
- **Traffic Safety Resources:** The City provides educational resources, content, and tools for public use to promote traffic safety and driver awareness.
- **Community-Led Education:** Complainants, residents, neighborhood associations, MMSC members, and/or community volunteers take the lead on traffic safety education within their community.
 - *NTMP Reports that are advanced to STEP 6, will receive bonus points during the prioritization scoring phase for each community-led education action taken in Step 4.*
- **Staff-Supported Reinforcement:** City staff reinforces and supplements these community efforts by coordinating increased police presence with targeted patrols and/or utilizing one or more **Type 1** traffic calming measures to increase driver awareness.

Commented [BK4]: See attached Appendix B.

Complaint data will continue to be tracked and monitored over an appropriate period of time to determine if safety has been improved. If the problem persists, the NTMP Report will be advanced to the next step.

Step 5: Enforcement

Enforcement refers to the targeted application of laws and penalties to deter dangerous driving actions and ensure compliance with traffic laws. By focusing the Police Department's enforcement efforts to identified areas of concern, public awareness can be increased.

- **Targeted Patrols:** Deploy officers to high-injury networks or areas with frequent violations.
- **Driver Enforcements:** Enforce and educate drivers for unsafe behaviors such as speeding.

- Traffic Safety Education: Provide targeted education to road users to address unsafe traffic safety behaviors.
 - o *NTMP Reports that are advanced to STEP 6, will receive bonus points during the prioritization scoring phase for each education action taken in Step 5.*
- Supplemental Tools: Public Works coordinates with Police to reinforce enforcement and provide supplement traffic safety education and/or traffic calming measures (Type 1 or 2), as appropriate.

Staff will continue to monitor complaint data for an appropriate period of time to determine if safety has been improved. If the problem persists, project eligible NTMP Reports will be advanced to the next step.

Step 6: Engineering

When education and enforcement efforts fail to provide substantive improvement, the NTMP progresses to the evaluation and implementation of engineered solutions. Where quantitative thresholds justify physical intervention, the City will consider long-term interventions and permanent installations to address systemic speeding and volume issues.

Priority will be given to low-cost engineering solutions first, with the specific selection, design, and feasibility of all measures remaining at the discretion of the Public Works Director and the City Engineer.

- NTMP Project: Public Works coordinates with the City Engineer to develop an NTMP Project. Staff will define the scope, prescribe treatments, identify performance metrics, establish a monitoring period, and provide a cost estimate.

Public Works will utilize a Prioritization Scoring Matrix to rank NTMP Projects prior to investing in design work to ensure public funds, staff time, and engineering efforts are invested responsibly. The objective scoring system allows the City to rank projects and allocate resources to the highest-need areas.

- **Project Prioritization Matrix:** Public Works completes the NTMP Project Prioritization score sheet for each project prior to seeking community approval, engineering designs, and allocating funding.

Commented [BK5]: See Attached Appendix C

Following this assessment, NTMP Projects will be prioritized for funding consideration, with high scoring projects taking precedence over lower scoring projects.

Before a project is funded, Public Works must obtain adequate support from affected property owners. The NTMP Project approval process is as follows:

1. Public Works initiates a public comment period and notifies all affected property owners of the project origination, scope, anticipated timeline, and estimated cost.

2. Public Works will track public comment to ensure that 75% of affected owners support the planned project. Any non-responses will be considered “in support” of the project and counted toward the 75% required approval.

If the required number of owners fail to support the project, or if more than 50% oppose it, the project will be removed from the funding plan. The street, intersection, or corridor will not be eligible for NTMP consideration for at least two years.

- o The City will continue to monitor complaints and may reinstate the NTMP process or act outside of the NTMP process, as warranted.

NTMP Projects that have received the required approvals will be designed and constructed when funding is becomes available.

NTMP PROJECT FUNDING

There are three identified options for funding NTMP Projects in Keizer. They include:

1. City Funded: project is fully funded through the Streets Capital Improvement Project (CIP) Program.
2. Matching Funds: project is funded by a combination of Street CIP and community contributions.
3. Community Funded (LID): project is fully funded through community contributions directly, or through the formation of a Local Improvement District by adjacent property owners using the City’s established process.

City Funded - Streets CIP Program

Funds for NTMP projects will most likely come from the Street Fund. NTMP projects will be incorporated into the Capital Improvement Plan (CIP) framework for budget allocation and scheduling. Funding may be limited or not available in any given year. While the prioritization score drives the overall process, the final construction timeline is refined within the CIP to account for practical variables like planned developments, federally funded projects, resource availability due to competing high-priority improvements.

Private Funding Option

- Matching Funds: NTMP Projects may be partially funded by neighborhood groups, homeowner associations, or property owners adjacent to or directly affected by the improvements to the street, intersection, or corridor, through contributions in the form of a project match in order to expedite the project. The City’s portion of funding will be provided through the Streets CIP Program as conditioned above.
- Community and LID Funds: NTMP Projects may also be fully funded by neighborhood groups, homeowner associations, or property owners adjacent to or directly affected by the improvements to the street, intersection, or corridor, through contributions through the establishment of a Local Improvement District using the City’s existing process. Public Works must approve, authorize, and manage the design and construction for

privately funded projects, to ensure safety and compliance with City code, engineering design standards, and construction specifications.

Privately funded NTMP Projects will be implemented on an expedited timeline as long as staff has the capacity to manage the work.

NTMP PROJECT DESIGN & BUILD

Once approvals and funding have been secured, Public Works will transition the project to the design phase.

- City Engineer: The project will be designed by the City's engineering team and reviewed by Public Works prior to construction.
- Plan Review: Staff will review the engineered plan set and provide comments to the City Engineer.
- Project Bid: Once the project plan is approved, the City will prepare construction contract documents and advertise the project to receive bid estimates.
- Contract Authorization: The accepted bids will be evaluated and the project will be awarded to the winning bidder, per City policy. The Public Works Director will prepare a staff report presenting the contract to the City Council for approval.
- Construction Begins: The City Manager will sign the contract, upon Council's approval, and a pre-construction meeting is held between staff and the contractor.
- Close-Out: When construction is complete, the City will close the contract and disperse any remaining funds to the contractor.
- Post-Project Monitoring: Staff will continue to monitor the location for an appropriate period of time to ensure that the project was successful. In addition, staff will continue to monitor complaint data and address new issues as appropriate.

STATEMENT OF NTMP PROJECT LIMITATIONS

Streets, intersections, or corridors that have received project-level treatment under the NTMP are not eligible for further treatment applications for a minimum of five years, unless extenuating circumstances can be successfully demonstrated. Authorizations for further study or treatments are at the sole discretion of the City's Public Works Director upon written request.

Definitions

Commented [BK6]: What else?

ARTERIAL STREETS move traffic across the city, connecting major activity centers and highways and providing a high degree of mobility for through-traffic. Arterials generally serve the highest volume and travel speeds of any city street. *Major Collectors and Arterial streets are not eligible for traffic calming measures under the NTMP.*

COLLECTOR STREETS are the primary connection between Local Streets (neighborhoods) and Arterial Streets (major travel ways), and are intended to serve moderate volume levels and travel speeds. Traffic calming measures are reserved for minor Collector Streets that are residential in nature.

LOCAL STREETS provide direct access to homes, businesses, and other destinations. Local streets are intended to have the lowest volume and lowest travel speeds, making them the most suitable candidates for traffic calming measures.

NEIGHBORHOOD A residential district (>50% single family homes and/or apartments) that can clearly be identified and bounded on all sides by major streets (parkway, major arterial, minor arterial, collector), waterways, railroad, industrial land, commercial land, city limits, urban growth boundary, or other clearly identifiable boundaries. Neighborhood Association boundaries do not necessarily define a neighborhood for this definition.

VEHICLES PER DAY Vehicles per day (VPD) is a traffic engineering measure that counts the total number of motor vehicles passing a specific point or segment of a roadway during a 24-hour period. It quantifies traffic load and helps engineers evaluate road capacity, congestion, and infrastructure needs. VPD is used to calculate the Average Daily Traffic, which is the metric used to determine whether the volume threshold has been met.

Appendix A: NTMP Pre-Screening Assessments

The process for assessing neighborhood traffic issues requires careful assessment to ensure the right solutions are applied for each situation. To screen out arbitrary requests and prioritize City resources, the NTMP relies on a two-tier pre-screening threshold protocol combining physical street classifications with quantitative speed/volume data.

Public Works Qualitative Pre-Screening Criteria

Before the City invests resources in gathering traffic data, a street, intersection, or corridor must meet five basic criteria. If a street fails any of these criteria, the location will not be eligible for Step 6 or Type 2 or 3 traffic calming measures.

Functional Classification	The street must be classified under the local Transportation System Plan (TSP) as a local street or a minor collector. Major collectors and arterials are automatically disqualified from neighborhood traffic calming devices to preserve capacity within the transportation network.
Zoning & Land Use	At least 75% of the fronting property along the requested street segment must be zoned as residential, public park, or mixed-use neighborhood commercial.
Roadway Geometry	The street segment must be a two-lane cross-section. Furthermore, for vertical deflection devices (like speed cushions), the street grade cannot exceed 8% to ensure safe emergency response and winter road maintenance.
Existing Speed Limit	The street must have an existing statutory or posted speed limit of 30 mph or less.
Primary Emergency/Transit/Truck Routes	The street must not serve as a direct, non-replaceable thoroughfare for fire engines, public transit, or freight distribution.

Keizer Police Quantitative Pre-Screening Thresholds

If a street meets the Public Works Qualitative criteria, the Police Department will conduct a formal Speed Study. Speed studies capture both speed and volume over a 7-day period to capture weekday and

weekend traffic data. To capture normal traffic conditions, speed studies are most effective when performed during the school year.

The following thresholds represent the baseline required to advance a report to the next step in the NTMP process:

Speed Study Metrics	Mandatory Pre-Screening Thresholds
85th Percentile Speed	The speed at or below which 85% of vehicles travel on a local or minor collector street. If the result is more than 5-mph above the posted speed limit, the standard speed threshold has been met.
50th Percentile Speed	The speed at or below which 50% of vehicles travel on a local or minor collector street. If the result is more than 5-mph above the posted speed limit, the minimum speed threshold has been met.
Average Daily Traffic (ADT)	The average number of vehicles passing a specific point or segment of a road each day. It is calculated by dividing the total vehicle count by the number of days in the study period. A street is functionally operating as a local residential road when the ADT is at or near 1,000 ADT. <u>Local Streets</u> If the result is at or more than 1,500 ADT, the standard volume threshold has been met. If the result is at or more than 800 ADT, the minimum volume threshold has been met. <u>Minor Collector Streets</u> If the result is at or more than 3,000 ADT, the standard volume threshold has been met. If the result is at or more than 1,500 ADT, the minimum volume threshold has been met.

Commented [BK1]: Traffic engineers use the 85th percentile metric as a **standard** baseline to evaluate driver behavior, speed limits, and road design. The threshold represents the speed warrant for engineering design criteria.

Commented [BK2]: The statistical median (not the mean) of free-flowing vehicle speed data collected over a designated study period. Utilizing the 50th percentile as a **minimum** baseline allows for lower tolerances for residential corridors to better align with safety, pedestrian presence, and community context.

Commented [BK3]: TSP states that livability concerns arise at approximately 1,600 ADT.

Commented [BK4]: DKS (Scott Mansur) noted this threshold was very low as compared to engineering traffic warrants and to other municipal NTMPs. Recommends 1,200 ADT

APPENDIX B: Traffic Calming Measures by Type

The suite of traffic calming and safety measures approved for use in Keizer are categorized as follows:

Commented [BK1]: These are still being refined and need to be evaluated by the City Engineer

Type 1: Non-Structural

These measures focus strictly on psychological cues, behavioral enforcement, and community awareness. They require no physical changes to the asphalt.

- **Cost:** Low (typically under \$1,000 per deployment).
- **Engineering Needs:** Minimal. Requires basic data analysis from a speed study to schedule enforcement or position assets safely.
- **Intrusiveness:** Non-intrusive and temporary. These initiatives can be deployed or removed rather quickly and cause little to no disruption to standard road maintenance or large vehicle access.
- **Examples:**
 - Speed Feedback Device: temporary placement of a speed trailer
 - Speed Sign Enhancements: high visibility markers at posted speed limit signs.
 - Vision Clearance Treatments: Remove vegetation for line of sight clearances at pedestrian accesses.
 - Temporary Diversions: rapid-deployment, reversible strategies that redirect or slow vehicles without permanent asphalt modifications; includes placement of barriers, barricades, or signage to divert cut-through traffic.
 - Vertical Visual Elements: Planting low-maintenance trees and/or adding decorative planters along the roadside breaks a driver's peripheral tunnel vision.
 - Dynamic Optic Yellow Borders: Retrofitting existing speed limit signs with high-visibility, fluorescent optic yellow reflective borders ensure signs stand out, especially during dawn, dusk, and dark rainy hours.

Type 2: Geometric Retrofits

These measures modify the roadway environment to narrow lanes or change driver perception without tearing up major infrastructure. They act as intermediate solutions.

- **Cost:** Moderate (\$2,000 to \$10,000 per project).
- **Engineering Needs:** Moderate. Requires basic geometric layout planning, sign standard matching (MUTCD compliance), and explicit site distance evaluation.

- **Intrusiveness:** Semi-permanent and moderately intrusive. These features narrow the drivable space but use materials that can be bolted down, unbolted, or repainted if traffic patterns change.
- **Examples:**
 - High Visibility Pavement Markings: Painting "25 MPH," or "SLOW," directly onto the center of the asphalt lane places the speed limit directly in the driver's immediate line of sight.
 - Pavement Edge Striping: Visual lane-narrowing using solid paint lines to reduce the perceived safe driving width.
 - Optical Speed Bars: Decreasing paint/thermoplastic spacing creates a visual illusion of acceleration to prompt braking.
 - Speed Feedback Signs: Radar-activated driver feedback displays dynamically showing a vehicle's current speed.
 - Parking Restrictions: Restrictions on how or where people drive by using strategically permitted on-street parking to create driver friction and/or mimic chicanes.
 - Removable Flex-Bollard Pinch Points: Installing plastic, screw-in flexible bollards near a crosswalk or intersection creates a temporary curb extension (bulb-out). This visually narrows the turning radius, slows turning speeds.
 - Modular Rubber Speed Cushions: Wheel-cutoff blocks designed to slow passenger cars while letting wide-wheelbase fire trucks pass unhindered.
 - Modular Rubber Speed Humps: Pre-fabricated, bolt-down recycled rubber segments that force physical vehicle vertical deflection.
 - Flexible Delineator Posts: Surface-mounted plastic bollards used to pinch lanes, protect bike lanes, or narrow intersections.
 - Removable Curbs & Islands: Bolt-down plastic or rubber traffic islands used to create temporary roundabouts or chicanes.
 - Turning Restrictions: Installing a standard regulatory sign at the neighborhood entrance prohibiting peak-hour turns removes the shortcut from mapping apps like Waze and Google Maps.
 - Street Tree Enhancements: Planting trees along the section to create visual effects of narrowing and creates an edge effect, tricking drivers into feeling they have less open space. Also improves neighborhood livability.
 - Street Lighting Improvements: Evaluate lighting and enhance visibility in transition zones and pedestrian access areas. Tailored crosswalk lighting floods a conflict zone with high-contrast light, vastly increasing pedestrian visibility. Drivers subconsciously slow down when pedestrians are highlighted prominently in their field of view.

Type 3: Heavy Structural Deflection

These measures use physical, permanent infrastructure to force structural shifts in vehicle paths or speeds. They are deployed only on high-priority segments with verified safety risks.

- **Cost:** High (\$15,000 to \$60,000+ per intersection or segment).
- **Engineering Needs:** Extensive. Requires dynamic traffic modeling, topographical surveys, asphalt/concrete grading, and stormwater drainage modifications. Must accommodate emergency vehicle wheel-bases.
- **Intrusiveness:** Permanent and highly intrusive. Alters the physical geometry of the roadway forever. Cannot be easily removed and directly impacts winter maintenance operations, bus and emergency routes, and parking configurations.
- **Examples:**
 - Visibility Enhancements: Install street lighting to make pedestrians more visible and/or to increase bike lane visibility.
 - Asphalt Speed Tables: Permanent, flat-topped raised asphalt structures frequently paired with stamped concrete crosswalks.
 - Raised Intersections: Elevating an entire roadway junction to sidewalk level to maximize pedestrian safety and right-of-way.
 - Medians: Raised island or paved area located along the center of a street that separates opposing lanes of traffic narrow the effective travel lanes.
 - Traffic Circles: Raised circular island placed in the middle of an intersection forcing vehicles to travel around the island in a single direction.
 - Curb Extensions (Bulb-outs): Poured-concrete sidewalk expansions that shorten pedestrian crossing distances and physically narrow roadways.
 - Chicanes: Built-in concrete curb offsets or alternating islands forcing vehicles to navigate a serpentine path.

Commented [BK2]: DKS: Most run anywhere from \$1M to \$3M.

Appendix C: NTMP Project Prioritization Matrix

Neighborhood Traffic Management Program (NTMP) — Project Scoring Rubric

- Project ID#: _____
- Total Rubric Score: _____ / 270 Max Points

SECTION 1: SPEED SEVERITY SCORE (Max 100 Points)

Points are determined by how much the measured speed exceeds the posted speed limit.

Speed Differential = Measured Percentile Speed – Posted Speed Limit

Speed Differential	Points Allocated	Check Box
0.0 to 4.9 mph	0 Points	☐
5.0 to 6.9 mph	20 Points	☐
7.0 to 8.9 mph	40 Points	☐
9.0 to 11.9 mph	60 Points	☐
12.0 to 14.9 mph	80 Points	☐
15.0 mph or greater	100 Points	☐

Section 1 Subtotal: _____ Points

SECTION 2: TRAFFIC VOLUME EXPOSURE (Max 40 Points)

Higher vehicle counts increase potential conflict rates between vehicles and neighborhood residents.

Average Daily Traffic (ADT) Range Points Allocated Check Box

Less than 800 ADT	0 Points	☐
800 to 1,000 ADT	10 Points	☐
1,001 to 1,500 ADT	20 Points	☐
1,501 to 2,000 ADT	30 Points	☐

Greater than 2,000 ADT	40 Points	☐
------------------------	-----------	--------------------------

Section 2 Subtotal: _____ Points

SECTION 3: VULNERABLE ROAD USERS & INFRASTRUCTURE (Max 60 Points)

Evaluates the structural environment and risks to pedestrians, children, and cyclists. Select all that apply.

Vulnerability Metric	Points Value	Check Box
Sidewalk Deficit: Street segment completely lacks continuous sidewalks on both sides.	20 Points	☐
Partial Sidewalk Deficit: Street segment has a sidewalk on one side only.	10 Points	☐
Safe Routes to School (SRTS): Street segment is a designated SRTS corridor or within 0.25 miles of a school.	15 Points	☐
Bicycle / Greenway Network: Street segment is a designated neighborhood greenway or bikeway route.	15 Points	☐
High Pedestrian Generator: Segment is within 300-ft radius of a park, playground, senior center, retail center, or library.	10 Points	☐

Section 3 Subtotal: _____ Points

SECTION 4: HISTORIC CRASH FREQUENCY (Max 50 Points)

Points are assigned based on police-reported collision logs within the target segment over the last rolling 36 months, or as reported by Willamette Valley Council of Governments current High-Injury Crash Data Report.

Crash History Parameters	Points Value	Check Box
Property Damage Only (PDO): 5 points per documented crash.	Max 15 Points	☐
Injury Crash: 15 points per documented crash involving any bodily injury.	Max 30 Points	☐
Pedestrian or Cyclist Involved: 25 points per crash involving a non-motorized user.	Max 50 Points	☐

Section 4 Subtotal: _____ Points

SECTION 5: COMMUNITY ENGAGEMENT & EDUCATION BONUS (Max 20 Points)

Points are awarded to neighborhoods that have actively participated in or initiated city-vetted traffic safety programs within the past 12 months. Select all that apply.

Community Engagement / Education Metric	Points Value	Check Box
Two community education activities	5 Points	☐
Three community education activities	5 Points	☐
Four community education activities	5 Points	☐
Five or more community education activities	5 Points	☐

Section 5 Subtotal: _____ Points

TOTAL SCORE: _____ Points

FINAL FUNDING RECOMMENDATION MATRIX

- **Action Decision:**
 - o ☐ **Score 0 – 109:** Deny physical infrastructure. Route to Class C non-structural mitigation.
 - o ☐ **Score 110 – 159:** Eligible for low-cost geometric retrofits Class B or C.
 - o ☐ **Score 160 – 270:** High priority warrant for Class A vertical/horizontal deflection features. Integrate into the Streets CIP and initiate approvals for design phase.

Evaluating Staff: _____ **Date:** _____

MMSC: Possible Tour Sites with the Public Works Director

Location	Neighborhood	Notes	Votes
Path from 14th to Whiteaker MS	Greater Gubser	unsafe crossing and pathway up to school	1
Country Glen @ River Road	Greater Gubser	Or Fir Cone. No crossing at all for almost 0.5 mile going south and 1.29 mile going north. Meadows Park is nearby and across RR.	2
Bever Dr At Cherry Ave	Southeast	0.25 mile to safe crossing going north, 0.44 mile going south	1
Keizer Rd @ Noren	NE Keizer	Apartments north of Keizer. No sidewalk on portions east and west of Noren	1
Windsor Island Road at Lockhaven	NW Keizer	crosswalks & 3 way. stop signs - have school and some support from Council already. Possible Safe Routes monies	1
Chemawa at McLeod	Gubser	Crosswalks - Good recent video by Travis Gordon and Safe Routes to School on this site	1
Chemawa to Willow Lake Rd	NW Keizer	West side Side walk is need to connect with sidewalk to Lockhaven	1
Chemawa at River Rd	NW Keizer/W Keizer	Lack of Bicycle Lane crossing River Rd Westbound	1
Lockhaven at River Rd	Greater Gubser	Both West and East bound bicycle lanes need paint designation	1
Verda and Lockhaven	Greater Gubser		1
River Road and Country Glen	Greater Gubser		1
14th and Harmony or Manzanita	Greater Gubser	around school release	1
Shoreline between Cummings and Chemawa	West Keizer		