CITIZENS ADVISORY TRAFFIC COMMISSION (CATC)
December 13, 2023
Traffic Control Conference Room, Civic 325
MEETING MINUTES

MEMBERS PRESENT	MEMBERS ABSENT	STAFF PRESENT
Kenneth Adams	Jeffrey Morehead	Kevin Hottmann
John Lattimer	Nathan Levin	Tony Martin
Nick Cantonwine		Julie Hanson
Kenneth Cannady-Shultz		Steve Williams
Andrea Madison		Helena Najar
Kyle Hedquist		

1. **ROLL CALL AND INTRODUCTIONS**
   Jeffrey Morehead and Nathan Levin are absent. Steve Williams, new Senior Transportation Planner was introduced.
   Ken Adams called the meeting to order at 6:05pm.

2. **AGENDA PROVIDED**

3. **APPROVAL OF MEETING MINUTES**
   July 12, 2023, Meeting Minutes not approved due to lack of quorum.

4. **PUBLIC COMMENT**
   No public comments submitted.

5. **Announcement: Julie Hanson**
   We received official notice today that the City received a Safe Streets for All (SS4A) Grant that we applied. The grant will do a number of things including fund Vision Zero Plan in the Transportation Safety Plan specific to the City and also allow us to implement Twenty is Plenty, 20 mph speed limit on all local residential streets throughout the city. It will probably take about 6 months to get the agreements in place with the US Dept of Transportation but it's good news! We got a grant, we got money! You'll be seeing some press about it shortly.

   The total cost of the project is estimated at $3.5 million dollars, and we got $2.8 million of federal funding that we need to match with $700,000 of non-federal money.

   John Lattimer: Is there any relationship between this and the Safe Routes to School Program?

Julie Hanson: Indirectly yes, in the sense that having slower speeds on local residential streets where kids are walking to schools is a positive but in terms of pots of money, they're separate. Safe Routes to School is mostly state grants and this grant is federal.

6. **Election of Chair and Vice-Chair**
Nick Cantonwine: I only have one year left and am happy to spend it as Chair.

Ken Adams: So, we should have someone with more time left to serve as Vice-Chair.

Kevin Hottmann: We can always hold an election at the end of the year, this year.

John Lattimer: I want to nominate Nick as Chair.

Ken Adams: All in favor of appointing Nick as Chair, say aye. (Group agrees) I'll run for Vice-Chair and hopefully John will get re-upped, and he can take over being Vice-Chair. How does that sound to you, John?

Kenneth Cannady-Shultz: I wouldn't mind also being considered for Vice-Chair.

Ken Adams: Good! Then we can keep it with the same first name.

Kevin Hottmann: Do you want to be Vice-Chair now?

Kenneth Cannady-Shultz: Yes, starting now.

Ken Adams: Any objections? No? Let's have a vote – all in favor say "aye." (Group agrees) Done.

7. **Neighborhood Traffic Management Plan (NTMP) Tool – Julie Hanson**
Kevin Hottmann: CATC over the last year or two has helped staff develop the NTMP including process and made recommendations. Then we talked about the scoring options and how to select projects. So now we are at the implementation stage. Julie is here to present that information.

Julie Hanson: To implement the NTMP we ended up creating a webpage that we are calling *Safer Streets*. On this webpage we talk about neighborhood streets, this is where the NTMP is, we also have the Safer Pedestrian Crossing Program on the same page now – so you can toggle between the two. When you go to the Neighborhood Streets section you can click on a link to see the actual plan and then you can go "here" to submit a safety concern. We will be adding another window that allows you to just view the concerns but right now to see what other people have submitted you need to hit "submit" like you are going to submit a concern. It will then pop up with an instruction that tells you what's going on here - legend, traffic concern map and reported form; say "ok." Then you are in this reporting form, and you can see all these dots on here are places where people have already submitted requests. The blue dots are for speeding concerns and the red dots are stop sign requests. There are some little glitches we are trying to refine like for example, here – people have put all these little dots out here when actually that area is outside of City limits and is within Marion County jurisdiction. As we refine this, we will be figuring out ways that we can maybe show that that's ineligible and indicate that they could possibly call their County Commissioner. If you wanted to make a concern, you could use this to navigate around on the map and you also need to type in the location of your concern, so that by any chance your dot isn't clearly located, we have a little bit more of a clue as to what you are asking for. I've found that some people have put their dots on a creek that maybe is near a street but then when they have the words, I can sort of figure out what

area they are referring to. You are then asked, what is your concern – you can put that it is a speeding concern. We do ask people for a proposed solution as we recognize that people are not traffic engineers, but this is because a lot of people sort of have in their mind what they want, and we'd like to hear what that is. So, they have those options. This was developed with a lot of input, and we are learning. This is really a pilot phase because right now Steve Williams who has been with the City for one month and a week, is being blessed with the opportunity to figure out how to score these. So, it's a challenge and we will learn, and we will end up refining things as we go along. Right now, this is where people go to report concerns. A lot of this is to get – what we score on is the speeds that are on the street, the volumes on the street, land uses nearby, and equity. Those are the primary drivers of the score. Key drivers of that scoring are those speed and volume information. We don't have speed and volume information for all of these locations yet. The traffic technicians are working with Kevin and Tony to really ramp up our traffic speed and volume collection on these and are trying to do at least two a week, maybe three in some cases, so that we can start to populate "the beast." So that "the beast" can be scored. It's a moving process. There are different colors here whether it's scored or a pending score or already scored - right now none of them are scored so they are all the same color. Internally, we have this little dashboard – so we know so far that there are 343 total requests on there, about half of them are for speed bumps. We've completed 61 traffic speed counts; we also took anything where we had data from the last 5 years, and we've imported that. Unless there was a brand-new development in the area, we are saying that data that is 5 years old is ok.

Nick Cantonwine: On the 343 requests are those for different locations?

Julie Hanson: No.

Tony Martin: There could be 4 requests for the same general street or area. These are 343 individual requests where people have come in and clicked the area and going through and selecting options.

Julie Hanson: We try to communicate, but probably not successfully yet, that this is not a popularity contest. If you already see that someone has submitted a request, you really don't need to. One benefit from multiple people submitting is that we get contact information for multiple people. So, if we know that 20 people have requested this one thing, it's not going to be more likely to happen, but when we go to reach out, we now have 20 people that can be advocates and work with the neighborhoods and then move it along. This is really intended for residential streets, and we included residential arterials, but some people put in requests on Kuebler – like Kuebler at Sunnyside or Kuebler at Commercial. Those don't meet the intent of this program. Those are some of the ones that we will have to do-away with. We also found this with the Safer Crossings Program – I remember one of the early ones we got was "people drive without mufflers too much and it's too loud." That's not quite what we are trying to gather. It is important because a lot of this is that 1) we are trying to prioritize amongst a huge universe and 2) we are also trying to communicate to the city and our City Council that there are a lot more issues than maybe the one person you are hearing from. We can't solve all the world's problems with this tool. The other thing that I brought with me – so like I said we are sort of in a start-up/pilot phase – this handout is our anticipated workflow. At the top you see that yearlong/ongoing we are going to be collecting data. In order to identify projects that we want to implement, we have to at some point, stop and say ok, who has the highest scoring projects as of right now so that we can identify that top-tier, work with the people who

requested it, work with the neighborhood associations, work with engineering, and choose a few projects that can get selected. Our proposal is that we will be doing that in September, so basically the end of August we will be drawing an artificial line and of the 100 for example that we have scored we are going to say that these are the top grouping and move through the process, even if one comes in on September 1st that might have scored higher.

John Lattimer: Are you using the same approach as you do with the stop sign thing that we went through last year?

Tony Martin: Yes, so whatever traffic control issue, whether it be traffic signs, speed humps, or radar feedback, we're looking at all of them and we are cutting them off August 31st. So, whatever it is that we've collected data for – now we go review them and figure out what we can do.

Julie Hanson: Initially we got a one-time infusion of money that was about $500k, we spent a little bit of it on the speed humps on Stortz and Walker, what we are looking to do is over the next 4 years allocating about $115k/year to use the rest of the money. Our department director has indicated a strong desire to continue to put more money into that pot so that it can be an on-going program. That's sort of our workflow, but this year because we are just getting started, we made this timeline public in the Fall of 2023. We've gotten these 343 requests since then and as I've mentioned we have not scored them yet; we did have some that were identified through previous requests that we used as out sample, our pilot in trying to figure out how scoring would work. So, what we are doing for 2024 is we are proposing to advance some of those projects so we can get some good stuff on the ground and not wait a year and also to continue to learn about this process and make tweaks to it because I'm sure we are going to get something wrong. So, then when we get to the end of August, we are not going to have all of 300+ scored by then, we are only collecting two to three locations per week, in terms of data – maybe we will have 100, maybe we will have 150 scored, I don't know exactly. We are proposing these ones, but we have not been to the Neighborhood Associations yet, we are looking to go in January and February to talk to them as well as to the people that are proposing these. We are looking at speed bumps on three different streets. One is in West Salem Rogers Lane; two are actually in east Salem and are next to each other - on Weathers and Tierra, both of those have long standing issues that we've known about and that also scored highly of the granted, relatively small pool that we are looking at in this first pilot round. The speed radar proposals we are recommending on Browning between Liberty and Commercial – having one in each direction. Then we are recommending one on Salem Heights but in only one direction, in the downhill direction. We have yet to reach out to the Neighborhood Associations and to the proponents we will be doing so shortly, as well will need to get feedback. The stop sign planned areas that we are recommending are shown in the bright yellow with the red outline on here – and they vary. Some are just a handful of stop signs and there are no more than 12. Tony has gone through and made a draft plan for each one. We need to do outreach and so some of the things might switch around a little bit, some refinements. The speed feedback ones, we also need to see what feedback we get about putting in those. One of the things that's a little bit concerning is the tree canopy because those are powered by solar, so we have to be wary – we did google street view to see, and we think we've found some areas to put them.

John Latimer: How do those work? There are some in place in the City where they actually send you a ticket, but not very many.

Julie: The only ones right now that give tickets are at traffic signals. There is some talk about potentially expanding that program, there was some legislative action that I think allows it, but I haven't quite figured out if/when it will happen.

John Latimer: I think I spoke with someone that got a ticket that way.

Julie: They are at Commercial at Madrona if you are going south and Commercial at Kuebler, if you are going more than 11mph over the speed limit going south you will get flashed for speed. With this grant that we got we can put in money to get new radar trailers to replace ones that have been retired. Once again, it is going to take several months to get through the US DOT agreement process but it's good news.

John Latimer: What do the radar trailers do? I know there's one, for example, on Crosian Creek and that thing pops up quickly when you are going on the turn.

Julie: It's not going to give you a ticket. It tells you your speed, which can be beneficial to people that are not aware and then they can start thinking more. They don't issue tickets, they don't cite you, they don't store any data, they are there just to inform you of your current speed. It's not going to solve all of our problems, it's just one of our tools in our toolbox.

Andrea Madison: Can I make a suggestion? I used to put out those old police radar trailers and am very happy that they are retired. The pole signs, the ones that you can hang on a pole, are way more versatile than the trailers. The batteries don't get stolen. People don't walk by and clip the wires, there's no room for that with the signs that hang from the poles. I know they are spendy though.

Julie: In our budget we were vague, so we could look at both. Kevin was just talking with the Police lieutenant today.

Kevin: He was asking if we could do messages, too, and I told him to look at what he would want, and we would what is available. The plan is to look at both the radar trailers and the pole signs. The little ones are easy to maneuver around but the big trailers can do more like messaging and is more predominant, bigger, and capable of more data collection. We are going to work with police to come up with a good plan.

Kenneth Cannady-Shultz: Is the goal for these projects to be completed in 2024?

Julie: That's the goal. So, we need to get through the Neighborhood outreach process by, based on our timeline here, we'd like to be through by March but we do have a holding place in there for a potential appeal to CATC, so if for some reason somebody decides that they don't like what's being proposed, then you guys would get to see it – we are targeting March on our annual workflow, we hope to make similar for this year, maybe a little later. Engineering will deliver the speed hump projects, they may also be involved in delivering the radar feedback because there's foundations, but we are going to try to get these all out this year.

Kenneth Cannady Shultz: Are we able to bring these up at Neighborhood Association meetings before hand? Or share it with groups?

Julie: We are going to be asking to get on the agendas for the January/February meetings so, maybe wait until we get on the agendas with the Neighborhood Associations. Our new guy, Steve, is tasked

with getting us on the agendas and he doesn't know how to do it yet. We literally just got funding approval this week and to go to the neighborhood associations We got the ok that treating it as a pilot, we can move forward. The downside is that we haven't scored all of these requests, we just want to get something on the ground as much as other people. So, that covers that topic.

Kenneth Cannady-Shultz: I have a question – my memory is fuzzy on what we had discussed way back when we were talking about this in more of a planning capacity, it was some time ago, so maybe this question has already been asked, did the City council ever a) consider reaching out to Marion County to see what cooperation could be done in these rather large unincorporated areas that look very urban but are in Marion County or b) at the very least consider some information sharing so that this information and scoring that you are collecting potentially in these areas is being passed to Marion County, so that at the very least it's not just dying in the wrong agency's hands? So that it can go die in the right agency's hands?

Julie: Well, I don't know if you guys have discussed it or not – I do know that we coordinate with the county through our metropolitan planning organization, and I know the County traffic engineer and we can definitely share what input we hear but what they decide to do with it will be out of our hands.

Kevin: I know right now Marion County does not install speed bumps. because Walker Rd, which we did at the beginning of this year, the northern portion of that is in the county and I had planned for some speed bumps there assuming it was a City road and then we realized, mid-way through the process, that I would be installing 2 speed bumps on the county portion so I had to remove them. The county did not want them there. I know they've talked about it potentially in the future but at this point in time they don't have any traffic calming program.

John Latimer: The City and County used to spend a lot of time working together, maybe informally, but there was a lot of that interaction, I know because I was county administrator. The City Manager and myself would talk about these issues and if there was one that was a big problem with the City or the County we would go and talk about it.

Kevin: We've worked together with the County traffic engineer and the County engineer such as projects like State St and Auburn. We meet a lot, but we haven't tried to push these (traffic calming) on them, if they want to develop a program as well, we would definitely work with them.

Kenneth Cannady-Shultz: Not to get too far into the weeds anything, but potentially working with our metro to see if there's just a way to turn this more into like a regional program. To see if that would be another way of getting Marion County on board.

Kevin: Right now, all of these projects are funded through a gas tax that the City gets, so if it goes regional, we couldn't spend our City money on project in the County.

Julie: The SKATS Metropolitan Planning Organization has been working on the Metropolitan Transportation Safety Action Plan, so that would be one place to potentially suggest these things, I don't know if that's really come up there. I know that Marion County is also trying to do their own transportation safety plan. The other thing that I would like to throw in there is at the metropolitan area level the funding is typically federal funding and federal funding comes with huge strings, think

of them as chains, so doing something that's like speed bumps is not really a good use of federal funds. We are trying to figure out systemic ways to do more lower cost things.

Tony: And certainly, the City of Keizer or Marion County could plagiarize our program – when the original NTMP came around the same consultant made the same one for every city up and down the I-5 corridor, literally, the one in Albany was the same as the one in the City of Salem, with the same picture on the cover.

Kevin: It's really up to their elected officials and the different jurisdictions on what they want to try to support. That's the hard part.

John Lattimer: Talk to the County Administrator or the County Commissioner.

8. **2022 Salem Safety and Livability Bond Measure Update – Julie Hanson**
You guys remember that the voters passed this bond measure it includes a lot of projects and there's a map that shows all of the projects. About half of it is for transportation but there's also parks and other stuff. When we go to this interactive map showing all of the projects, we can then go here where it says, "additional projects," it will say "several project locations will be determined at a later date." Three of those in specific are sidewalk infilling, so constructing missing sidewalks, paving pedestrian crossing, and sidewalk replacement. So those are some of the transportation/pedestrian related ones that were not defined specifically in the bond and it's because they are intended to be sort of lower cost things that can fill in little gaps all over. This is looking at the quick wins that can make a difference. We have been working with the bond oversight committee to identify a process for figuring out these locations. We have a Safety and Livability pedestrian project request – this is not live yet, it is close, my goal is to have a soft launch in December and then to have a full launch in January, so you guys are getting a sneak peek. It talks about these three different categories and is basically saying that between January and March 31st we are going to be requesting more pedestrian crossings and then also sidewalk repair and sidewalk infill projects from the community. So this is different from our Neighborhood Traffic Management Program, which is an on-going program. This is a one-time request, sort of like ok, over the next three months, submit your requests. We don't want to ignore all the requests that we've already heard for pedestrian crossings or for sidewalk repair over the last 20 years. We don't want to ignore all of those things, so what we've tried to do is populate them into the form so they can be evaluated as well but the bond steering committee and the Council, who approved the process, wanted us to go out and ask people "are we missing anything." There was criteria that was approved by City Council that's summarized here that talks about equity, street classification, sidewalk condition, location relative to schools, transit and parks. And then, similarly we have another mapping tool that you'd click on this to enlarge the map, and you could use this to request your sidewalk project. There's a tab for requesting and another tab to view what other people have already requested, that may or may not stay as we are trying to be more direct. We've tried to populate the map with requests that we already know about and those are the green dots on the map.

John Lattimer: How are you going to assess these – you are going to get a lot of requests on one place.

Julie: Once again, we are trying to include verbiage that tells people to "please only select one request per location. Multiple requests will not increase the likelihood that a location is selected." So, you'd put in your dot, select your location, put in your choices – it's either sidewalk infill or sidewalk repair, describe it. We have a question on here that's new, we are asking people if they identify as mobility impaired and that will not be shared with the public but that will help us in evaluating because if they select "yes" there is a question that says, "does the location limit your access to the pedestrian network?" So, if they say "yes" then that's going to get a bump in the scoring. And then you enter contact information and click "submit." We expect this process to take anywhere between 1 and 2 years to get through, it depends on how many requests we get, and the goal will be to get the requests, sort them through a scoring system, come up with the ones that are near the top. The thing about this is that the pots of money aren't that big, and the need is huge. So, if you think about the need as a swimming pool and you have a teaspoon – we need to take the swimming pool and figure out a way to sort it down to a bucket, and then that bucket gets more refined so that we can chose which teaspoon gets funded.

John Lattimer: Can you put these projects in a timeline – you're going to make a decision about which ones are more important right now but how do they stack up over time? So, you do these projects this year and then these projects the next year and these projects the next year.

Kevin: I think that the goal here is that everything would be scored at one-time and then they would be constructed as staff time on becomes available.

Tony: When this money runs out, that's it.

Julie: We won't be able to tell people this will be in 10 years, and this will be in 50 years.

John Lattimer: You know what my example is, Madrona going down to Nelson Park. We've been after that sidewalk for at least 20 years, if not longer.

Kevin: It's a little better now, a shoulder was recently constructed.

Julie: Madrona would be its own stand-alone bond measure since it is largely unimproved. It would not fit into these pots.

Tony: We are looking for old neighborhoods that have three houses that need a sidewalk and there's sidewalk on either side.

Kevin: Or near a bus stop where there's missing sidewalk from this bus stop to the next street.

John Lattimer: The major sidewalk improvements then really become part of street improvements?

Julie: Yes. Most of our major street improvements that were included in the bond are largely sidewalk. I'll use Fisher Rd as an example – Fisher Rd has one lane in each direction for cars right now, nothing for bikes and peds and stormwater is sort of inadequate. The project is not really adding capacity for cars, the lanes will be a little wider and there will be bike lanes, sidewalks, street trees and stormwater. We aren't building many new streets in Salem anymore – we're pretty well built out.

Kenneth Cannady-Shultz: So, if we are thinking about the kind of projects that are the intent of this program vs the ones that aren't, I could think of examples near my house, for instance, Fairgrounds

someplace near Silverton Rd, the sidewalks are terribly upheaved and pretty much ADA impassable. That probably needs more of a street-scaping project and would be too large of a project for this bond?

Kevin: No, that would be a good candidate for sidewalk repair in this bond measure.

Julie: One of the things we did that I didn't mention is because this is going to take one to two or more years to get through this process, we also want to be able to make efficient use of these funds and we have some bigger bond paving projects that are coming in 2024 and 2025 where partnering some of this money with those projects can get us further. We went to the bond committee and had some recommendations, so the bond committee did recommend taking some of the sidewalk repair money in particular out of the general pot and moving it into a couple of specific projects. One of them is Silverton Rd – Silverton Rd is going to get a big repaving project, so they said let's take the north side of Silverton Rd and make that pedestrian passable. It's going to be a sidewalk replacement along the north side, basically between 17th and Hawthorne. We gave them the option to do the south side, too, but the problem was that they wanted to leave some money for this process instead of taking all of it. We also got them to approve funding to do a new pedestrian crossing across from the Marion County Health Department but using Urban Renewal funding. We are trying to leverage as much because when those pavement projects come in, they're required to update all of the ADA curb ramps as part of the project but then the problem is, so you update all of the curb ramps, but you have a huge issue between the curb ramps, then people can't use those brand-new ramps. We are trying to funnel some money so that we can create continuous corridors pedestrian and ADA accessible travel. So, this is a sneak peek, I'm really hoping that we can get this out to the community in January and start to get requests in and then work through the process.

Kenneth Cannady-Shultz: If we are thinking about how to talk about this to folk that we might know, maybe the key piece of advice to give would be to keep your ambitions small perhaps? Let's think of things like maybe putting in at most 100ft of sidewalk that's needed, that way to get some kind of pedestrian connectivity, let's not talk about entire streets.

Julie: Yes, and that's how to communicate that effectively is going to be a challenge. We had a similar pot of money back in the 2008 bond, and that one we also went out and got requests. Anything that we estimated to cost over $1M we just threw out because for that pot we only had $2.3M. For this pot we have a little bit more, but inflation has also gone up. There's going to be some line where we say ok, if an engineer looks at this and says it's going to be a $10M project, we aren't even looking at it anymore.

Andrea: Do we have enough City workers to implement any of this?

Julie: Anthony left to work for a consultant. I'm not sure if you remember Anthony, but he was here for about 7 years and he's working for a consultant in town, so we are actually contracting with him to come back and to train Steve and some staff.

Steve: The way Julie is portraying me here is as if I have never heard of any of this stuff. You have to realize; I've been a transportation planner for 43 years.

Julie: Yes, so he's got a little bit of experience.

9. **Next Meeting**
    March 13th, 2024

10. **Ken Adams adjourned meeting.**
    7:00 PM

    Minutes: Helena Najar