

TRANSPORTATION COMMISSION



Michael Kyte
Commission Chair

~Regular Meeting Minutes

Les MacDonald
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**Thursday
May 9, 2019**

4:00 PM

**Council Chambers
206 E. 3rd Street**

The meeting was called to order at 4:00 pm.

Present: Chair; Michael Kyte, Vice Chair; Don Meyer, Phil Cook, Mike McGahan, Mary DuPree, Brian Johnson, Bob Sanders, Joel Hamilton

Absent: Les MacDonald, Public Works Director, Ben Calabretta, Jared Hopkins

Staff: Anne Zabala, Council Liaison
Tyler Palmer, Acting Public Works Director
Scott Bontrager, Assistant City Engineer
Bill Belknap, Community Development Director
Sandra Collins, Administrative Assistant / Deputy City Clerk

REGULAR AGENDA

1. Approval of Transportation Commission Minutes from April 11, 2019 (Action Item)

Meyer moved to approve the minutes as presented, seconded by DuPree. Roll Call Vote: Ayes: All. Nays: None. Abstained Johnson: Minutes approved.

2. Effective Promotion Strategies for the Third Street Separated Bike Lanes (Dari Rojas)

Students presented their power point to the Commission, including information on:

- Goals and Objectives
- Landmark Towns for Bicycling & Marketing Strategies
- Research on Portland State Safe Routes for School
- Portland State University Earth Day
- Family Night for opening of separated lane bike ride in Queens
- Ride the Town night in Moscow

Kyte asked if the students had any suggestions for the City to consider prior to opening the separated bike lanes. Suggestions included:

- Holding an opening fun family event in a City Park
- Providing education and safety tips for cyclists and motorists at the event

- Inviting local vendors and bicycle businesses to participate
- Offering free bicycle checkups

Cook asked if there was research that evaluated which promotional strategies worked best and there was discussion. Zabala asked if events at the University could be a venue to promote the bike lanes. Cook asked about education for motorists and Palmer said the students had provided fliers and a script the City can use to create a safety video for both cyclists and motorists.

3. Discussion Regarding Land Use and Transportation Planning (Bill Belknap)

Belknap gave a presentation which included:

- Evaluating Transportation Land Use Impacts
- Sprawl & Smart Growth
- Urbanization
- Walking & Bicycling
- Transportation Plans
- Capital Improvement Plans
- Land Use Regulations
- Planning Documents
- Future Land Use
- Area of City Impact
- Thoroughfare Plan
- Intersection Accidents
- Pathways
- Transit Services
- Safety Bus Routes
- Zoning
- Developments
- Multi-Modal Transportation Plan
- Traffic Impact Studies
- Exactions & Impact Fees
- General Facility Charges (GFC)
- Parkland Dedication
- Peterson's Second Addition
- Logos School

There were several questions and discussion throughout the presentation.

Kyte asked for clarification about the Transportation Commission's role in reviewing potential developments. Belknap explained the Transportation Commission establishes standards, guidelines and policies that are used when assessing developments. However, any development related Quasi-Judicial items are not brought before the Transportation Commission due to specific meeting criteria that has to be met. Subdivision Plats, which are not Quasi-Judicial, are brought before the Commission for review and recommendation to the Zoning Board of Adjustment.

Kyte asked for the best way to communicate any questions he would like the Commission to consider, prior to the next meeting. For transparency, he was advised it would be best to email his questions to Deputy City Clerk, Sandra Collins and she would distribute them to the Commission on his behalf. Belknap said he is available to attend the June meeting to answer any questions and have continued discussion about land use and transportation.

REPORTS

1. Commission Communications – Kyte

Palmer gave a report on the Third Street Bridge, which is being delivered and installed on May 16, 2019. The bridge report is being taken to Public Works Finance Committee. A proposal on how to fund the separated bike lanes on Third Street is also being presented. If council approves the proposal, the project will be put out to bid.

CONTINUING EDUCATION

1. National Association of City Transportation Officials (NACTO) (Kyte)

UPCOMING EVENTS/MEETINGS

- 1. US 95 Update by Ken Helm from Idaho Transportation Department (ITD) – future date to be determined.**
- 2. The next scheduled meeting is June 13, 2019. Commission Members must submit agenda items directly to the chair by Wednesday, June 5, 2019.**

ADJOURN 6:00 pm.

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