

CITY OF
ASHLAND

JOINT PLANNING COMMISSION / TRANSPORTATION COMMISSION MEETING

Thursday, June 14, 2012

6:00 – 9:00 PM

Council Chambers, 1175 East Main Street

Agenda

- I. CALL TO ORDER: 6:00 PM
- II. INTRODUCTORY REMARKS AND ADOPTION OF PREVIOUS MEETING MINUTES: (10 min.) Joint TC/PC, May 16, 2012 / Bikeway Networks Subcommittee, May 8, 2012 / Downtown Plan Subcommittee, April 25, 2012 / Transit Subcommittee, April 23, 2012
- III. PUBLIC FORUM: (15 min.)
- IV. FOLLOW-UP DISCUSSIONS ON THE DRAFT PREFERRED AND FINANCIALLY CONSTRAINED PLAN FACILITATED BY MIKE FAUGHT:
In preparation for the meeting, a review of Draft Technical Memo 9 – Preferred and Financially Constrained Plans is suggested.

*The Draft Preferred and Financially Constrained Plan is available for download at:
http://www.ashlandtsp.com/statics/draft_documents*

ACTION ITEMS:

- a. SOU Pedestrian Crossing – Susie Wright (30 min.)
- b. Staff Recommended Safe Routes to School – Mike Faught (15 min.)
- c. Staff Recommended Shared Roads – Mike Faught (15 min.)
- d. Downtown Plan (subcommittee recommendations) – Mike Faught/Susie Wright (30 min.)
- e. Fees in Lieu of Sidewalk – Susie Wright (15 min.)
- f. ODOT - Median/Roundabout – Mike Faught (10 min.)
- g. (O1) Create TravelSmart Educational Program - Susie Wright (10 min.)

In preparation for the meeting, a review of the articles located at the links provided below is suggested.

Portland SmartTrip Program:

<http://www.walkinginfo.org/library/details.cfm?id=3961>

Whatcom County SmartTrip Program:

<https://www.whatcomsmarttrips.org/news/video.aspx>

- h. Review Final TSP Timeline

- V. NEXT MEETING DATE:
- VI. ADJOURN: 9:00 PM

Note to Commissioners: Call Jodi Vizzini at 541-552-2427 or vizzinij@ashland.or.us if you cannot attend the meeting.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Public Works Office at 488-5587 (TTY phone number 1 800 735 2900). Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to the meeting (28 CFR 35.102-35.104 ADA Title I).

**JOINT ASHLAND PLANNING COMMISSION AND
ASHLAND TRANSPORTATION COMMISSION MEETING
MINUTES
May 16, 2012**

These are draft minutes and are pending approval by the Joint Planning and Transportation Commissions.

CALL TO ORDER

Chair Pam Marsh called the meeting to order at 6:05 p.m. in the Civic Center Council Chambers, 1175 East Main Street.

Transportation Commissioners Present: Pam Hammond, Shawn Kampmann, Steve Ryan, Colin Swales, Brent Thompson, Corinne Vièville and David Young

Planning Commissioners Present: Tony J. Brown, Jr., Michael Dawkins, Eric Heesacker, Richard Kaplan, Pam Marsh and Melanie Mindlin

Staff Present: Mike Faught and Jodi Vizzini

Ex Officio: Bill Molnar and Steve MacLennan

Council Liaison: David Chapman and Michael Morris

Consultant: Susan Wright, Kittelson & Associates

Transportation Commissioners Absent: Tom Burnham and Mike Gardiner

INTRODUCTORY REMARKS AND ADOPTION OF PREVIOUS MEETING MINUTES

Chair Marsh introduced newly appointed planning commissioner, Troy Brown Jr., and recognized Debbie Miller who was attending in the audience and will formally rejoin the Planning Commission following the reassignment at the next City Council meeting.

Commissioners Young/Hammond m/s to approve the March 15, 2012 minutes. Voice vote: all AYES. The minutes were approved as presented.

(Brown/Swales abstained; Heesacker/Kampmann were not yet present)

ADJUSTMENTS TO THE AGENDA

None

PUBLIC FORUM

Sherry Smilo/215 Tolman Creek Rd./ Thanked Mike Faught and Jodi Vizzini for their recent presentation to the concerned residents of the Tolman Creek Mobile Home Park. She reiterated the ongoing concern of transients, lack of privacy, noise, litter, dust, etc. the proposed bike/pedestrian path behind the mobile home park will bring. She presented a signed Declaration in Opposition from the residents and neighbors of the Tolman Creek Park.

Dan Linder / 300 Clay St./Spoke in opposition to the proposed bike/pedestrian path between Clay St. and Tolman Creek Rd. His main concern was public safety.

ACTION ITEMS

Railroad Crossings:

(X3) Normal Avenue

Mr. Faught directed attention to the Railroad Crossing Projects map. He stated information from a previous meeting indicated this particular railroad crossing would convert from a private crossing to a public crossing if Normal Avenue is extended; and it would not be necessary to lose a crossing to gain one as it already exists.

No one spoke in opposition of this project. Project was approved by consensus.

(X1) 4th Street At-Grade Railroad Crossing

Mr. Faught opened this project up for discussion as there were prior issues/concerns from previous meetings. Commissioner Vièville asked for clarification on whether or not the city would lose a crossing if this project were approved. Susan Wright stated it was not clear if this would be the result and she advised the commissions to place their prioritized desires on the Transportation System Plan (TSP), acknowledging the desired future crossings, recognizing the current Oregon Department of Transportation (ODOT) Rail policy is one-for-one and may change over time resulting in required closures. Commissioner Marsh asked how this would affect an underground tunnel. Ms. Wright stated it does not require a one-for-one on grade separation. She added where there is federal money to help with grade separation; they still want to see closures in trade.

Mr. Faught reiterated the proposed language in the plan should indicate the preferred crossings, emphasizing the desire to not have any closures, and include the list of priorities if closures were necessary.

Commissioner Dawkins added he is not compelled to have a vehicular crossing at this location and questioned how this could be considered a crossing if it went underneath the railroad. Ms. Wright stated it is important to identify potential closures recognizing the current ODOT Rail Policy is one for one.

Commissioner Young advocated for bike/pedestrian on 4th Street and pursuing the grade separation to avoid closure. Commissioners Thompson/Brown/ Mindlin/Kaplan and Chair Marsh were in favor of pursuing bike/pedestrian crossing at 4th Street.

No one spoke in opposition of this project. Project was approved by consensus.

(X2) Washington Street At-Grade Railroad Crossing

Mr. Faught explained the reason for pursuing a new crossing at this location was part of the Croman Mill site development. He added that if approved, a crossing would need to close at either Wightman St. or Glenn St.

Commissioners Young/Dawkins stated they do not support closing either crossing and felt the Croman site should be revisited separately in the future.

Chair Ryan asked for an update on the median at Ashland St./Washington St. and the status with ODOT. Mr. Faught reported the current design places a median from the freeway, just short of Washington but ODOT has agreed to let the city explore options as needed, based on growth.

Commissioners Thompson/Young m/s to remove projects (X4) Glenn St. At-Grade Railroad Crossing and (X5) Wightman St. At-Grade Railroad Crossing as potential closures from the TSP; designate project (X1) 4th St. At-Grade Railroad Crossing as a multi-modal bike/pedestrian crossing; and approve projects (X2) Washington St. At-Grade Railroad Crossing and (X3) Normal Ave. Public Railroad Crossing. By show of hands, motion passed unanimously.

Commissioner Kampmann arrived at 6:39 p.m.

Bikeway Networks:

Mr. Faught commended the Bikeway Networks subcommittee for the work they completed at a previous meeting. Ms. Wright and Mr. Faught clarified the bikeway typology, defining shared roads, bike lanes and bicycle boulevards, and explained how the cost is calculated when adding sharrows and other treatments to the roads.

Commissioner Kampmann questioned the recommendation of project (B29) Walker Ave. which included a planned bike lane between Siskiyou Blvd and Peachey Rd. Commissioners shared varying opinions of how this project should be classified, i.e. planned bike lane or planned bicycle blvd.

Commissioners Thompson/Ryan m/s to approve the entire package of existing and planned bicycle projects as illustrated on the Bikeway Networks map, amending (B29) Walker Ave. from a planned bike lane to a

planned bicycle blvd from Siskiyou Blvd to Peachey Rd. Voice vote: Commissioners Hammond, Kampmann, Ryan, Swales, Thompson, Vièville, Young, Brown, Kaplan, Marsh and Mindlin, YES. Commissioner Dawkins, NO. Motion passed 11-1.

Roadway Projects (R22/R23) / Proposed Multi-use Bike/Pedestrian Path:

Multi-use Path

Mr. Faught reported he met with staff members of the YMCA and discussed alternative locations of a bike/pedestrian path on their property. Following that meeting, he met with residents of the Tolman Creek Mobile Home Park and walked the property where the proposed path would be constructed. Based on each meeting, his recommendation to the commissions was to 1) construct a road from Clay St. to Tolman Creek Rd. (R22) **only** if redevelopment of the mobile home park occurred; and 2) add a multi-use bike/pedestrian path from Clay St., to Tolman Creek Rd. through the YMCA soccer field, as illustrated in Figure 11B and include a one-way security gate with a coded access for residents of the mobile home park.

Commissioners asked questions regarding potential redevelopment in neighboring properties and how it would affect construction of project R22. Other questions included the priority level of the bike/pedestrian path, the location of the existing connecting gate to the Clay Street development, and options for relocating the proposed path closer to the YMCA building.

Commissioners Kampmann/Thompson m/s to approve the multi-use bike/pedestrian path as proposed on Roadway Projects map/Figure 11B.

Commissioners discussed the need for security along the Tolman Creek Park section of the proposed path and shared various ideas.

Vièville/Dawkins m/s to amend the motion to include a secure one-way coded access gate and tall privacy fencing along the Tolman Creek Park property.

Commissioner Mindlin appreciated the YMCA and residents of the Tolman Creek Park for giving access to their property, but felt there is a huge population in the low-income housing and the Clay St. development that lacks the convenience of direct access and felt this decision abandoned them. Commissioners Dawkins, Kampmann and Young spoke on the need for designating a formal path giving people access.

Commissioner Marsh agreed the plan was not perfect, but it does satisfy some of the needs. She addressed the residents of Tolman Creek Park and reassured them the commissions' desire was to make efforts to keep their park secure and was hopeful this path would not be the burden they envision, but instead would find it useful.

Commissioner Marsh called for a vote of the amended motion. Voice vote: Commissioners Hammond, Kampmann, Ryan, Swales, Thompson, Vièville, Young, Brown, Dawkins, Kaplan and Marsh, YES. Commissioner Mindlin, NO. Motion passed 11-1.

Roadway Project (R23)

The revised Roadway Project (R23) was reviewed on a map and commissioners asked clarifying questions on the location and street classification.

Commissioners Kampmann/ Young m/s to approve the revised Roadway Project (R23). Voice vote: All AYES. Motion passed.

Roadway Project (R22)

Chair Marsh requested that warrants to measure the overall objective of multi-modal be built-in to the TSP to track the need for improvements. Mr. Faught stated that an impact analysis can be required with development. Ms. Wright added that approving this connection would ensure the two developments are intended to align over time and will

give staff direction how to work with a developer on a layout of the local street system.

Commissioner Heesacker arrived at 7:43.

Commissioners shared varying thoughts on adding this roadway to the TSP. Mr. Faught suggested adding language that includes a roadway will only be constructed if the Tolman Creek Park property is redeveloped.

Commissioners Mindlin/Brown m/s to approve Roadway Project (R22) and include language in the TSP indicating "only if property is redeveloped." Voice vote: Commissioners Hammond, Kampmann, Ryan, Swales, Thompson, Vièville, Young, Brown, Heesacker, Kaplan, Marsh and Mindlin, YES. Commissioner Dawkins, NO. Motion passed 12-1.

SOU Pedestrian Crossing:

Ms. Wright referred to the SOU Planning Commission public hearings and the discussion on a pedestrian bridge crossing Siskiyou Blvd. She shared her concerns with the original design as it related to the SOU application since it would eliminate existing crossings, but has since visited the site and currently supports a bridge following the existing diagonal path along the proposed crossing at Indiana/Wightman. She added this type of bridge would come with a higher price tag than a more traditional design; probably in the \$2 million range. She feels this project is worth adding to the TSP, but would require additional investigation to warrant the cost estimates.

Commissioners Dawkins and Young shared their approval for pursuing the pedestrian bridge. Commissioner Swales requested traffic counts warranting 5 lanes (4 lanes with 1 turn lane). He felt the volume does not currently support that many lanes. Commissioner Kampmann asked for a cost comparison of an undercrossing/tunnel. Ms. Wright stated tunnels are generally less expensive.

At the conclusion of the discussion Chair Marsh asked for a show of hands of those interested in pursuing the possibility of an overpass or underpass at this location. **Commissioners Hammond, Kampmann, Ryan, Swales, Vièville, Young, Dawkins, Heesacker, Kaplan, Marsh and Mindlin, YES. Commissioner Brown and Thompson, NO. Majority vote: YES.**

Chair Marsh requested this item be added to the June 14, 2012 TC/PC meeting agenda; include cost information; and invite SOU to attend and provide input.

Fees in Lieu of Sidewalk:

Did not discuss.

Clay Street Alternative:

Mr. Faught reported that both he and Ms. Wright visited the area today and noted a well worn trail indicating heavy pedestrian usage. He shared the pros and cons of constructing a path in this area including (pros) an opportunity to connect to the shopping centers, utilizing the Trails along Rails program, and (cons) security issues.

Commissioners discussed the option of an underground pass from Clay Street and if the need is for bike/pedestrian only, or to include vehicles. Mr. Faught recommended approving a line on the map for pedestrian crossing.

Commissioner Swales referred to a previous planning action for the Coming Attractions Theatres and if a discussion took place with the property owners granting access to the path. He asked if there was a condition of approval for that planning action. Community Development Director, Bill Molnar, replied there was a discussion in terms of the owner installing a gate but that action had expired. He hoped to have a broader discussion within the next 30 days with the Coming Attractions owners and other investors of the shopping center. He added the owners in this area are aware of the interest in trying to get pedestrians into the shopping center but have been experiencing trespassing problems resulting in building the current fence. He agreed it would be beneficial to have a designated path on the map.

Commissioners Heesacker/Mindlin m/s to approve a line indicating a bike/pedestrian crossing to be constructed underneath the Ashland Street overpass, at the turn of Clay Street , that will connect into the shopping area and proceed to Tolman Crk Rd. Voice vote: all AYES. Motion passed.

Commissioner Kampmann was concerned about the angles of the property and how they will affect the design and private property. Mr. Faught replied the plan is to build the path where the existing worn path is being utilized and will use the Trails along Rails program to assist with the design.

ODOT – Median/Roundabout:

Did not discuss.

Transit :

Route 8

Mr. Faught summarized the efforts of the Transit subcommittee and explained the recommended modified Route 8 included the Ashland Community Hospital, Mountain Meadows and Nevada St. Commissioners were provided a map to review.

Commissioners discussed alternative options that were not included in the final recommendations of the Transit subcommittee which included the need to provide a southern hill based route when thinking long term (20 year plan). Ms. Wright explained how the hill based route would require a different vehicle and would entail additional capital and operation costs depending on the frequency and length of the route. She added costs could double or even triple.

Rubber Tire Trolley

Mr. Faught shared the Transit subcommittee's goal when designing this route was to provide a fun and interesting shuttle service for tourists between hotels and the downtown area points of interest, and that the subcommittee discussed the need to provide an enticing option to driving cars into the already congested downtown area. The intended tourist shuttle would operate in the afternoon/late evening hours and only run seasonally. A map was provided with three different routes the subcommittee considered; however Mr. Faught recommended the purple line route based on further review and staff report after driving each route.

Commissioners discussed the possibility of needing to include 4th Street if a rail service is put into operation in the future; using small vans instead of trolleys; the potential infrastructure offset of downtown parking; public safety; American Disabilities Act (ADA) and paratransit; including a ski route; limiting the route to end near the SOU campus instead of extending it to Exit 14; and a node stop for a park n' ride area.

Commissioners Ryan/Vièville m/s to approve the subcommittee's recommended Route 8, the recommended Rubber Trolley purple line, the elimination of the Near Term Express Route, and agree to note a long term goal to develop transit in the southern hills area when feasible. Voice vote: Commissioners Hammond, Ryan, Swales, Thompson, Vièville, Young, Brown, Dawkins, Heesacker, Kaplan, Marsh and Mindlin, YES. Commissioner Kampmann, NO. Motion passed 12-1.

(01) Create TravelSmart Educational Program:

Did not discuss.

ADJOURNMENT

Meeting was adjourned at 8:58 p.m.

Respectfully submitted,

Jodi Vizzini, Office Assistant II

**TRANSPORTATION COMMISSION and PLANNING COMMISSION
BIKEWAY NETWORKS SUBCOMMITTEE
MINUTES
MAY 8, 2012**

These are draft minutes and are pending approval by the Bikeway Networks Subcommittee.

CALL TO ORDER

Mike Faught called the meeting to order at 4:05 p.m.

Transportation Commissioners Present: Tom Burnham and David Young

Planning Commissioners Present: Eric Heesacker

Staff Present: Mike Faught and Jodi Vizzini

ExOfficio Member: Brandon Goldman

Overview and Goals

Mr. Faught explained the goal for the meeting was to look at the Existing and Planned Bikeway Network map provided and determine if the proposed bikeways should be approved, revised or deleted.

Planned Bike Lanes:

Discussion of the planned bike lane projects indicated on the map resulted in the following subcommittee recommendations:

(B3) Nevada Street

Planned Bike Lane from Vansant St. to Mountain Avenue – Recommended deleting.

(B7) Iowa Street

Planned Bike Lane from Terrace St. to road terminus – Recommended approving/add sharrows and improve signage.

(B10) Mountain Avenue

Planned Bike Lane from Siskiyou Blvd to Prospect St. – Recommended approving Siskiyou Blvd to Ashland St.; recommended deleting Ashland St. to Prospect; and recommended revising map to reflect dotted line from Ashland St. to E. Main St. (bike lane does not currently exist).

(B18) N. Main Street

Planned Bike Lane from Jackson St. to Helman St. – Recommended approving.

(B21) Oak Street

Planned Bike Lane from Nevada St. to E. Main St. – Recommended approving; recommended changing status from Planned Bike Lane to Planned Bicycle Blvd.

(B24) Clover Lane

Planned Bike Lane from Ashland St. to proposed bike path – Recommended approving.

(B25) Tolman Creek Road

Planned Bike Lane from Siskiyou Blvd to Greenmeadows Way – Recommended approving.

(B26) Normal Avenue

Planned Bike Lane from the rail line to Siskiyou Blvd – Recommended approving; recommended extending bike lane from railroad tracks to E. Main St.

(B29) Walker Avenue

Planned Bike Lane from Siskiyou Blvd to Peachey Rd. – Recommended approving.

(B30) Ashland Street

Planned Bike Lane from I-5 Exit 14 SB to E. Main St. – Recommended approving.

Clear Creek Path

Planned Bike Lane from Hersey St. to railroad tracks – Recommended approving; recommended assigning a project number to this bike lane.

Planned Buffered Bike Lanes:

Mr. Faught explained buffered bike lanes as defined by Alta Planning included in the Transportation System Plan. Mr. Faught, Brandon Goldman and the commissioners discussed the advantages and disadvantages of buffered bike lanes and how they will affect the downtown area. The subcommittee recommendations included the following:

(B16) Lithia Way

Buffered Bike Lane from Helman St. to Siskiyou Blvd – Recommended approving; recommended changing status from Buffered Bike Lane to Planned Bike Lane.

(B17) N. Main St./E. Main St.

Buffered Bike Lane from Helman St. to Siskiyou Blvd – Recommended approving; recommended changing status from Buffered Bike Lane to Planned Bike Lane.

Mistletoe Road/(Crowman Mill area)

Buffered Bike Lane as indicated on map – Recommended approving; requested Kittelson & Associates assign a project number associated with this bike lane.

Planned Bicycle Blvd:

Mr. Faught, Mr. Goldman and commissioners referred to the definition of Planned Bicycle Blvd as they worked through the individual projects. The recommendations are listed in order of discussion.

(B1) Schofield Street/Monte Vista Drive/Walnut Street/ Grant Street/Chestnut Street

Planned Bicycle Blvd from N. Main St. to Wimer St. – Recommended deleting.

(B2) Wimer Street

Planned Bicycle Blvd from Thornton Way to N. Main Street – Recommended approving from Scenic Dr. to N. Main St.; recommended deleting from Scenic Dr. to Thornton Way.

(B4) Glendower Street

Planned Bicycle Blvd from the Bear Creek Greenway to Nevada St. – Recommended approving.

(B5) Scenic Drive/Nutley Street

Planned Bicycle Blvd from Wimer Street to Winburn Way – Recommended approving; extending past W. Hersey St. to Maple St.

(B19) Helman Street

Planned Bicycle Blvd from Nevada St. to N. Main St. – Recommended approving.

(B20) Water Street

Planned Bicycle Blvd from Hersey St. to N. Main St. – Recommended approving.

(B34) 1st Street

Planned Bicycle Blvd from A St. to E. Main St. – Recommended approving.

(B13) B Street

Planned Bicycle Blvd from Oak St. to Mountain Ave. – Recommended approving.

(B15) S. Pioneer Street

Planned Bicycle Blvd from E. Main St. to Ashland Creek Path – Recommended deleting.

(B8) Morton Street

Planned Bicycle Blvd from Siskiyou Blvd to Ashland St. – Recommended approving.

(B9) Ashland Street

Planned Bicycle Blvd from Guthrie St. to S. Mountain Ave. – Recommended approving from Morton St. to S. Mountain Ave.; recommended deleting from Guthrie St. to Morton St.

(B31) Indiana Street

Planned Bicycle Blvd from Siskiyou Blvd to Woodland Dr. – Recommended approving Siskiyou Blvd to Oregon St.; recommended deleting Oregon St. to Woodland Dr.

(B11) Wightman Street

Planned Bicycle Blvd from E. Main St. to Siskiyou Blvd – Recommended approving.

(B12) Wightman Street

Planned Bicycle Blvd from road end to E. Main St. – Recommended approving.

(B37) Clay Street

Planned Bicycle Blvd from Siskiyou Blvd to Canyon Park Dr. – Recommended approving Siskiyou Blvd. to Mohawk St.; recommended deleting Mohawk St. to Canyon Park Dr.

(B22) Clay Street

Planned Bicycle Blvd from E. Main St. to Ashland St. – Recommended approving.

(B28) Clay Street

Planned Bicycle Blvd from rail line to Siskiyou Blvd – Recommended approving.

Additional Recommended Revisions to Map:

Recommended a Planned Bicycle Blvd on Maple St. from N. Main St. to Rock St.

Recommended a Planned Shared Space on Grandview Dr. the entire length, connecting to Scenic Dr.

Recommended a Planned Bicycle Blvd on Orange Ave.

Recommended a Planned Bicycle Blvd on Glenn St. from N. Main St. to Orange Ave.

Recommended a Planned Bicycle Blvd on N. Laurel St. from Orange Ave. to W. Nevada St.

Recommended a Planned Bicycle Blvd on Oregon St. from Indiana St. to Walker Ave.

Recommended a Planned Bicycle Blvd on Clark Ave from Walker Ave. to Harmony Lane.

Roadway Projects R22/R23:

Mr. Faught explained the progress of the proposed multi-modal path which the YMCA has agreed to place on the north part of their property. This path would replace Roadway Projects R22/R23, eliminating the construction of a road from Clay Street to property northwest of Exit 14 southbound off ramps unless future redevelopment warrants construction.

The meeting ended abruptly due to another meeting scheduled in the Siskiyou Room. Bikeways that were not discussed included (B6) Winburn Way, (B14) A Street, (B33) 8th Street, and (B35) Railroad Property, which will be reviewed at the May 16, 2012 Joint TC/PC meeting.

Adjournment

Meeting was adjourned at 5:30 p.m.

*Respectfully submitted,
Jodi Vizzini, Public Works Assistant*

**ASHLAND TRANSPORTATION COMMISSION and PLANNING COMMISSION
DOWNTOWN PLAN SUBCOMMITTEE
MINUTES
APRIL 25, 2012**

These are draft minutes and are pending approval by the Downtown Plan Subcommittee.

CALL TO ORDER

Mike Faught called the meeting to order at 5:35 p.m. in the Lithia Room, 51 Winburn Way.

Transportation Commissioners Present: Pam Hammond, Shawn Kampmann, Colin Swales and Corinne Vièville

Planning Commissioners Present: Michael Dawkins, Richard Kaplan and Pam Marsh

Staff Present: Mike Faught and Jodi Vizzini

ExOfficio Member: Maria Harris, Planning Manager

ANNOUNCEMENTS

Commissioner Kaplan pointed out the Final TSP timeline conflicts with the Land Use Code Public Hearings in November and December. Mr. Faught stated a joint TC/PC meeting could be added in August if needed.

APPROVAL OF MINUTES

Commissioners Hammond/Kaplan m/s to approve the April 11, 2012 Downtown Plan Subcommittee minutes. Minutes were approved as presented.

Lithia Way

The subcommittee reviewed information from Susan Wright, Kittelson & Associates, regarding the potential modification of Lithia Way from one-way to a two-way street.

Commissioner Swales stated that ODOT figures show reduced traffic counts over the last 10 years and asked for clarification of expected growth under the future 2034 conditions. Mr. Faught stated forecasted growth is based on current traffic. Mr. Faught added he will bring the data to the entire joint TC/PC for review. He felt that multi-modal will cause traffic to decline in the future.

Commissioner Dawkins was not in agreement with Kittelson's evaluation suggesting Lithia Way would fail as a two-way street. He has been pushing for a paradigm shift and stated he would vote against taking it off the table and would like to look at alternatives. Commissioners Vièville and Hammond disagreed with his reasoning. Mr. Faught stated he does not think another study is feasible based on Kittelson's evaluation.

Commissioner Marsh shared she is in favor of Lithia Way being a two-way street, but felt the direction should focus on creating a better environment for pedestrians and businesses. Commissioner Swales suggested if the downtown plan is on the Council goals for 2013, then a placeholder should be in the TSP to be discussed in the future. Commissioner Marsh felt the commission's goal was to come up with a TSP recommendation for a downtown plan, recognizing it may come up in the future. She recommended setting this option aside acknowledging that another group may bring it back again in the future.

E. Main/Three Lanes to Two Lanes

Commissioners discussed the strategy of converting E. Main from three lanes to a two lane street. Commissioners shared varying views on buffered bike lanes, street patios, general parking and delivery truck parking. Arguments in

favor included slower vehicle speed, safer bike lanes, and pedestrian travel. Arguments in opposition included moving cars through more efficiently.

(R3/R4) E. Main Street/Oak Street Intersection Improvements

Commissioners discussed several options for the Oak St./E. Main intersection. Ideas included restricting traffic from crossing E. Main to Oak Street coming out of the Plaza making this a right turn only, removing the second pedestrian crossing south of the intersection, and installing traffic signals. It was determined more data is needed on restricting cars to a right turn only traveling out of the Plaza and the impact it will cause on vehicles needing to make an immediate left turn on S. Pioneer St. Mr. Faught stated he will request data from Kittelson & Associates and bring it to the full TC/PC for review.

(R5) Siskiyou Blvd/Lithia Way/E. Main Street Intersection Improvements

Commissioners shared differing views on the need to improve this intersection. Topics of discussion were poor visibility, frequent accidents, difficulty of pedestrian crossing, and limited signage announcing the entry to downtown. Commissioner Marsh shared she was not satisfied with this option as a solution and felt there were opportunities for improving the gateway into downtown. Commissioner Kampmann stated improvements were previously made with the Siskiyou Blvd. project which included the current island, buffered pedestrian crossing and signage. Commissioner Hammond agreed that funds have already been spent in this area on improvements. Commissioner Swales felt that signage could be improved.

(X1) 4th Street At-Grade Railroad Crossing

Commissioners shared varying ideas on this crossing. Maria Harris offered explanation of the adopted street dedication map for this area which included a crossing. It was determined that further review needs to take place before a decision can be made.

Policies discussed individually from table:

#	Description	Subcommittee Recommendations
(L3) Incorporate Wider Sidewalks	As feasible, incorporate wider sidewalks into downtown projects to provide more space for pedestrians	Approve: Goes on list from three-lane to two-lane study
(L4) Street Patios	Allow for downtown restaurant owners to apply for temporary seasonal street patios	Delete
(L5) Incorporate Preferred Pedestrian Treatments	Incorporate preferred pedestrian treatments into downtown projects, as feasible	Approve: Policy across the board, not just downtown, overreaching policy, add additional verbiage to include rewarding people for pedestrian treatments
(L6) Encourage Alley Enhancements	Encourages property owners along alleys to enhance the environment through improved landscaping, businesses oriented towards the alley and other similar characteristics	Approve
(L7) Incorporate Bicycle Parking	As feasible, incorporate bicycle parking into downtown projects	Approve
(L8) Develop Incentives for Truck Loading/Unloading	Work with Chamber of Commerce and downtown business owners to reduce delivery and pick-up of goods in peak hours	Approve: Will stand alone if not doing three to two lanes on N. Main (Reference (R15))
(L9) Update Downtown Parking Management	Work with Chamber of Commerce and downtown business to update parking management strategies	Approve
#	Description	Subcommittee Recommendations

(R3/R4) E. Main Street (OR 99 Southbound)/Oak Street Intersection Improvements	Install a traffic signal and convert the eastbound right turn lane from a free flow movement to a signalized movement.	Subject to R15 approval; if not approved, need alternate redesign of this intersection, including evaluation of crosswalk on E. Main/south of Oak St. (near Wells Fargo Bank).
(R5) Siskiyou Blvd (OR 99)-Lithia Way (OR 99 NB)-E. Main Street (OR 99 SB)/East Main St. Intersection Improvements	Improve visibility of signal heads. Identify and install treatments to slow vehicles on northbound approach	Approve
(R11) Lithia Way (OR 99 NB)/Oak Street Intersection Improvements	Install a traffic signal	Install when warrants are met
(R15) E. Main St. (OR 99 SB) Cross-Section Modifications	Modify the cross-section of E. Main St. from Oak St. to southern couplet terminus to two vehicle travel lanes with a buffered bicycle lane	Approve: Add further review of truck parking; not compromising existing parking (Reference (L8))
(R16) Lithia Way (OR 99 NB) Cross-Section Modifications	Modify the cross-section of Lithia Way to provide buffered space between the bicycle lane and vehicles	Approve
(R37) main Street Cross-Section Modification with Wider Sidewalks	Update the Main St. roadway cross-section from R15 to include wider sidewalks. Requires converting buffered bicycle lane to a traditional bicycle lane	No conclusion
(S2) Downtown Parking Management Study	Study to evaluate the effectiveness of updated downtown parking management strategies and initiatives as well as their transferability to other parts of Ashland such as the Railroad District and Crowman Mill site	Approve
(S8) Downtown Couplet Transition Study	Evaluate the feasibility and costs associated with removing the downtown couplet system and returning two-way traffic to Main Street and Lithia Way	Delete
(X1) 4 th Street At-Grade Railroad Crossing	Close Glenn St. at-grade railroad crossing if the City is unable to secure a rail order for a new at-grade crossing as they pursue the 4 th Street, Normal Ave. and/or Washington Street at-grade railroad crossings.	Tabled for joint TC/PC further discussion

Adjournment

Meeting was adjourned at 7:35 p.m.

Respectfully submitted,

Jodi Vizzini, Public Works Assistant

**TRANSPORTATION COMMISSION and PLANNING COMMISSION
TRANSIT SUBCOMMITTEE
MINUTES
April 23, 2012**

These are draft minutes and are pending approval by the Transit Subcommittee.

CALL TO ORDER

Mike Faught called the meeting to order at 5:06 p.m. in the Siskiyou Room, 51 Winburn Way.

Transportation Commissioners Present: Mike Gardiner

Planning Commissioners Present: Michael Dawkins and Pam Marsh

Staff Present: Mike Faught and Jodi Vizzini

ExOfficio Member: *not present*

Near Term Express Option

Discussion was held regarding a location for a Near Term Express Route. Locations discussed included Hargadine, Railroad Property, and the Plaza. The conclusion from the discussion was to recommend removing the Near Term Express Route as illustrated in Figure 6 - Existing and Planned Transit Service map.

Modified Route 8

Discussion was held regarding route options. Topics of consideration were densities, including Ashland Hospital and the Senior Center in the route, and adding spider routes. The subcommittee established a potential alternate to Kittelson's Modified Route 8 via Nevada Street as illustrated in Figure 8C. It extends the route to Walker Avenue, passes the transit hub, removes the Orange/Glenn section, and continues on the Laurel/Hersey/Wimer/Chestnut/Maple/N. Main loop.

It was determined the hospital route is vitally important to the community and that it should be included in the TSP. Challenges include the use of smaller buses which RVTB does not own, and helping RVTB acquire a grant to purchase such vehicles. This led to discussions on paratransit and subsidy.

Tourist Shuttle

The subcommittee discussed options for a route that would address the need for tourists visiting the City who do not want the hassle of using their cars. The tourist shuttle would also help solve the existing parking problem by freeing up parking spaces in the downtown area. The criteria for the tourist shuttle were; needs to be a fun mode of transportation which will attract riders, i.e. motorized trolley; 15 minute route; hotel route beginning at Exit 14, stopping by the transit hub, and ending at the Plaza; and limited afternoon/evening hours.

A suggestion was made to include a workday shuttle that would run from the transit hub to the Plaza and back. The shuttle would run during the workday, then transition into the Tourist Shuttle in the afternoon/evening. It was concluded that the tourist shuttle would not be limited to tourists but would encourage local residents to use it as an alternative to driving and parking in the downtown area.

It was determined these routes are important to include in the TSP and will need more research on the possibility of contracting services to make it work. Mr. Faught stated he will assign Kittelson & Associates to look into how the timing of additional routes will interact with the existing RVTD Route 10.

Commuter Rail

Mr. Faught stressed the importance of protecting the possibility of a commuter rail for the future. The subcommittee discussed efforts to upgrade the railroad for freight and ODOT's effort to fix tunnels. Mr. Faught felt it was necessary to include a statement in the TSP that identifies commuter rail as an important transportation link for the future. He added he will include this discussion at the next joint TC/PC meeting and will have Kittelson & Associates prepare a written document for consideration stating the densities do not warrant at this time, but it is a viable option for the future. The subcommittee felt it was important to keep this on the table for discussion.

Subsidy

Mr. Faught shared the Council's direction of continuing with the \$80,000 RVTD low-income subsidy which will come out of the \$200,000 budgeted. The subcommittee discussed options for the remaining budgeted funds which included an additional route, additional support for Route 10, and increased ridership on Saturdays.

The subcommittee questioned if RVTD tracks riders who are paying \$1.00 or \$2.00, and requested that staff obtain this information. They proposed a program that allows all riders, Ashland resident or not, to only pay \$1.00 if loading a bus in Ashland as an incentive for increased ridership and to support the important social system/human service element within the community. Commissioner Marsh felt that subsidies should be structured in a way that moves toward the longer term plan. Mr. Faught stated Route 8 would be a logical subsidy recommendation, as well as the tourist shuttle route.

Other Discussions

Mr. Faught explained that SOU is taking the Planning Commission's requirements for TDMs seriously and meeting with RVTD to do their own bus system. The subcommittee looked at ways to address the 3,000 students who commute and the traffic impact including parking. Mr. Faught stated he would explore this further.

Final topics of discussion included Park n Ride areas, infrastructure priorities, i.e. parking in downtown, free transit, paratransit to transit, and the possibility of the City running a free shuttle. Mr. Faught asked the subcommittee to think about how to use a potential \$20,000 infrastructure grant from Cycle Oregon. He asked the subcommittee to consider installation of two bike stations where bikes can be rented. The subcommittee talked about where to strategically place them, which included SOU, the airport, and the downtown area.

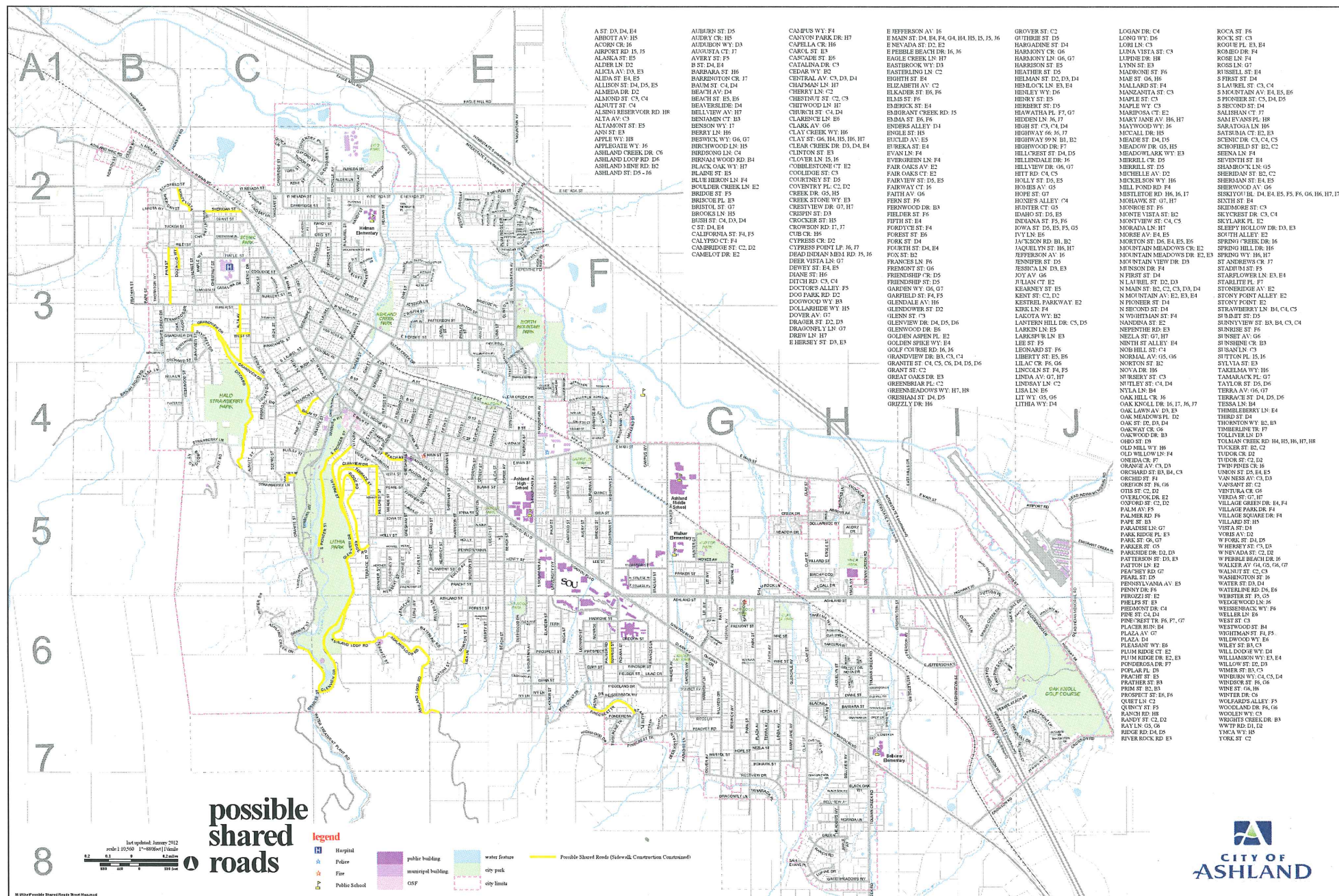
Adjournment

Meeting was adjourned at 6:50 p.m.

Respectfully submitted,
Jodi Vizzini, Public Works Assistant

Safe Routes to School
Additional City Recommended Sidewalks – RESULTS from February 23, 2012

	Street Name	Staff Recommendation/Streets Division			Commissioner Recommendations				ACTION	STREET CLASSIFICATION	COMMENTS/Engineer Staff
		Description	S/W Sides	Priority	Group A	Group B	Group C	Group D			
1	Garfield	East to Siskiyou	Both/some exist	High	Yes			Yes/West	Approve	Neighborhood Street	Recommend completion of both-sides from E. Main Street to Siskiyou Boulevard.
2	Lincoln	East to Iowa	Both	High	Yes			Yes	Approve	Neighborhood Street	Recommend completion of both-sides from E. Main Street to Iowa Street. Reduce priority to Medium
3	California	East to Iowa	Both/some exist	High	Yes			Yes	Approve	Neighborhood Collector	Recommend completion of both-sides from E. Main Street to Iowa Street.
4	Quincy	Garfield to Wightman	Both/some exist	High	Yes			Yes	Approve	Neighborhood Street	Recommend completion of north-side from Garfield Street to Wightman Street. Reduce priority to Medium
5	Liberty	Siskiyou to Ashland	Both	High/SFTS	Yes			Yes	Approve	Neighborhood Street	Recommend completion of both-sides from Siskiyou Boulevard to Ashland Street.
6	Water	B St to Van Ness	Both	High	Yes			Yes	Approve	Neighborhood Street	Recommend completion of both-sides from Central Avenue to Van Ness Avenue. Reduce priority to Medium.
7	Faith	Ashland to Siskiyou	Both/some exist	High/SFTS	Yes			Yes/East side	Approve	Neighborhood Street	Recommend completion of east-side from Siskiyou Boulevard to Ashland Street.
8	Diane	Clay to Tolman	Both	High/SFTS	Yes/One side			Yes/North side	Approve	Neighborhood Street	Recommend completion of south-side from Jaquelyn Street to Tolman Creek Road
9	Barbara	Tolman to Jaquelyn	Both	Med	Yes			Yes/One side	Approve	Neighborhood Street	Recommend completion of south-side from Jaquelyn Street to Tolman Creek Road.
10	Frances	Oregon to Siskiyou	Both/some exist	High				Yes	Approve	Neighborhood Street	Recommend completion of west-side from Siskiyou Boulevard to Oregon Street.
11	Carol	Patterson to Hersey	Both	High/Med				Yes/West side	Approve	Neighborhood Street	Recommend completion of both-sides from Patterson Street to Hersey Street.
12	Roca	Ashland to Prospect	East side only	Med				Yes/East side	Approve	Neighborhood Street	Recommend completion of east-side from Ashland Street to Prospect Street.
13	High	Manzanita to Wimer	North/some exist	High/SFTS				Yes	Approve	Neighborhood Street	Recommend removing from list. Sidewalk complete on west-side for complete distance.
14	Blaine	Morton to Morse	Both/some exist	Med				Yes	Approve	Neighborhood Street	Recommend completion of south-side from Morton Street to Morse Street.
15	High	Manzanita to Laurel	North/some exist	High				Yes	Approve	Neighborhood Street	Recommend removing from list. Sidewalk complete on east-side for complete distance.
16	Manzanita	N. Main to Scenic	Both/some exist	Med/High				Yes	Approve	Neighborhood Street	Recommend removing from list. Sidewalk complete on south-side for complete distance.
17	Patterson	Carol to Crispin	Both	Med/SFTS				Yes	Approve	Neighborhood Street	Recommend completion of north-side from Carol Street to Crispin Street.
18	Harrison	Iowa to Holly	West/some exist	Med				Yes/West side	Approve	Neighborhood Street	Recommend completion of west-side from Iowa Street to Holly Street.
19	Park	Ashland to Siskiyou	Both/some exist	High/SFTS				Yes/East side	Approve	Neighborhood Street	Recommend completion of both-sides from Ashland Street to Siskiyou Boulevard.
20	Orchard	Sunnyview to Westwood	Both	High/SFTS					Approve	Neighborhood Street	Recommend completion of south-side from Sunnyview Street to Westwood Street. Reduce priority to Low
21	Spring Creek	Oak Knoll to End	Both/some exist	Med					Approve	Neighborhood Street	Recommend removing from list. Would not connect to a completed sidewalk on Oak Knoll Drive.



STAFF RECOMMENDED SHARED ROADS

Street	Description	Staff Comments	Commissioner's Comments/Decisions
Monte Vista,	all	Suggest removing as shared road; already Project B1	
Sheridan Street,	Grover Street to N. Main Street		
Prim Street,	Wimer Street to Wiley Street		
Dogwood Way,	all		
Alta Avenue,	all		
West Street,	all		
Grandview Drive,	Scenic Drive to Skycrest Drive	P11 goes away, has full sidewalks; P10 remains	
Ditch Road,	all		
Almond Street,	all		
Baum Street,	Church Street to Pine Street		
Pine Street,	Baum Street to High Street		
Granite Street,	Ashland Creek Drive to Fork Street		
Glenview Drive,	all		
Ashland Loop Rd,	all		
W. Fork Street,	Vista Street to Glenview		
Terrace Street,	Summit Street to Glenview		
Ridge Road,	all		
Hillcrest Street,	Iowa Street to Vista Street		
Beach Avenue,	Gresham Street to Hargadine		
Lisa Lane,	all		
Cascade Street,	all		
Sunrise Street,	Oregon Street to Windsor		
Pinecrest Terrace,	Starlight Place, Westerly 1300 ft		
Montview Street,	Strawberry Lane to Granite Street		

Jacquelyn St.		Sidewalks on roads before & after; should be continuous if it is Safe Route to School	3/15/12 meeting - voted to add to shared roads
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**Downtown Projects
for Subcommittee Meeting**

**Figure
1**

CITY OF ASHLAND - DOWNTOWN PROJECTS				
Project, Policy or Study	Description	Staff Recommendations	TC/PC Results from Previous Meetings	Subcommittee Recommendations
(L3) Incorporate Wider Sidewalks	One of seven policies to enhance the downtown. As feasible, incorporate wider sidewalks into downtown projects to provide more space for pedestrians.		Approved - group consensus	Approve: Goes on list from three-lane to two-lane study
(L4) Street Patios	One of seven policies to enhance the downtown. Allow for downtown restaurant owners to apply for temporary seasonal street patios.		Move to (S2) Parking Study as noted at 11/29/11 meeting.	Delete
(L5) Incorporate Preferred Pedestrian Treatments	One of seven policies to enhance the downtown. Incorporate preferred pedestrian treatments into downtown projects, as feasible.		Approved - group consensus	Approve: (Policy across the board, not just downtown, overreaching policy, add verbiage to include rewarding people for pedestrian treatments)
(L6) Encourage Alley Enhancements	One of seven policies to enhance the downtown. Encourages property owners along alleys to enhance the environment through improved landscaping, businesses oriented towards the alley and other similar characteristics.		Approved - group consensus	Approve
(L7) Incorporate Bicycle Parking	One of seven policies to enhance the downtown. As feasible, incorporate bicycle parking into downtown projects.		Approved - group consensus	Approve
(L8) Develop Incentives for Truck Loading/Unloading	One of seven policies to enhance the downtown. Work with Chamber of Commerce and downtown business owners to reduce delivery and pick-up of goods in peak hours.		Approved - group consensus	Approve: Will stand alone if not doing three to two lanes on N. Main (Reference R15)
(L9) Update Downtown Parking Management	One of seven policies to enhance the downtown. Work with Chamber of Commerce and downtown business to update parking management strategies.		Approved - group consensus	Approve
(R3/R4) E. Main Street (OR 99 Southbound)/Oak Street Intersection Improvements	Install a traffic signal and convert the eastbound right turn lane from a free flow movement to a signalized movement.		Tabled for downtown Plan subcommittee at 3/15/11 meeting.	Subject to R15 approval; if not approved, need alternate redesign of this intersection, including evaluation of crosswalk on E. Main/south of Oak St. (near Wells Fargo Bank).
(R5) Siskiyou Boulevard (OR 99)-Lithia Way (OR 99 NB)-E. Main Street (OR 99 SB)/East Main Street Intersection Improvements	Improve visibility of signal heads. Identify and install treatments to slow vehicles on northbound approach		Tabled for downtown Plan subcommittee at 3/15/11 meeting.	Approve
(R11) Lithia Way (OR 99 NB)/Oak Street Intersection Improvements	Install a traffic signal		Tabled for downtown Plan subcommittee at 3/15/11 meeting.	Install when warrants are met
(R15) E. Main Street (OR 99 SB) Cross-Section Modifications	Modify the cross-section of E. Main Street from Oak Street to southern couplet terminus to two vehicle travel lanes with a buffered bicycle lane	Include project B17 information in this project.	Approved - group consensus	Approve Add further review of truck parking; not compromising existing parking (Reference R8)
(R16) Lithia Way (OR 99 NB) Cross-Section Modifications	Modify the cross-section of Lithia Way to provide buffered space between the bicycle lane and vehicles		Approved - group consensus	Approve
(R37) Main Street Cross-Section Modification with Wider Sidewalks	Update the Main Street roadway cross-section from R15 to include wider sidewalks. Requires converting buffered bicycle lane to a traditional bicycle lane	Include project B17 information in this project.		No conclusion
(S2) Downtown Parking Management Plan Study	Study to evaluate the effectiveness of updated downtown parking management strategies and initiatives as well as their transferability to other parts of Ashland such as the Railroad District and Croman Mill Site.		Amend to include any bike parking that removes parking spaces that would be included in this study (as approved at 11/29/11 meeting).	Approve
(S8) Downtown Couplet Transition Study	Evaluate the feasibility and costs associated with removing the downtown couplet system and returning two-way traffic to Main Street and Lithia Way		Study for Lithia Way two-way / Leave main St one-way (2/9/12 meeting).	Delete

Email from Susan Wright
Kittelson & Associates, Inc.
April 25, 2012

RE: Downtown Plan

Per your request we conducted a high level evaluation of Lithia Way as a two-way facility. Based on the available, our evaluation focused on the Oak Street/Lithia Way intersection and the impact of removing one westbound travel lane to accommodate one eastbound travel lane and adding a relatively minimal amount of eastbound traffic.

Currently the northbound approach to the Oak Street/Lithia Way intersection operates at LOS E. With the removal of one westbound travel lane to accommodate one eastbound travel lane, the northbound approach fails; this is primarily due to the relatively high level of westbound traffic along Lithia Way being forced into a single travel lane. With the addition of 90 eastbound through vehicles (10% of eastbound through traffic along E Main Street) and 10 side street vehicles, the northbound and southbound approaches fail. We can assume the same would be true for all stop controlled intersections along Lithia Way.

As a signalized intersection with one eastbound and one westbound travel lane and the same level of eastbound traffic described above, the westbound approach would operate near capacity under existing conditions and above capacity under future 2034 conditions. With two westbound lanes, the westbound approach would operate below capacity under existing and future conditions. We can assume the same would be true for all signalized intersections along Lithia Way.

Based on these evaluations, we have determined that in order for Lithia Way to operate as a two-way facility, it would have to be widened to accommodate a minimum of two westbound travel lanes and one eastbound travel lane; further analysis may also reveal the need to signalize some unsignalized locations as well as provide separate left-turn lanes to accommodate major street left-turn movements. In addition, the two intersections located and the east and terminus of the couplet would need to undergo significant changes to allow for eastbound traffic.

**City of St. Helens Development Code:
17.152.060**

Sidewalks

(6) Fee in lieu option. An applicant may request or the City may require the applicant to pay a fee in lieu of constructing sidewalks to be approved by the city engineer.

(a) A fee in lieu may be approved given conditions including but not limited to the following:

- (i) There is no existing or planned sidewalk network in the area.
- (ii) There is a planned sidewalk or multi-use pathway in the vicinity of the site, or an existing multi-use pathway stubbing into the site, that would provide better pedestrian connectivity.
- (iii) When physical improvements are present along an existing or proposed street that would prevent a reasonable installation within the right-of-way.
- (iv) When sidewalks would be located on land with cross slopes greater than nine percent (9%), or other conditions that would create a potential hazard.
- (v) Other situations unique to the site.

Additional potential clauses:

-The property owner shall be required to grade the location of the proposed future sidewalk, unless waived by the Director of Public Works.

-The fee shall be calculated as a fixed amount per linear foot (or per square foot). This amount shall be established by the City Council by resolution upon the recommendation of the Director of Public Works and reviewed periodically.

-The fee shall be held by the City Finance Department in an account to be used for sidewalk construction only.

From: MCDONALD John [<mailto:John.MCDONALD@odot.state.or.us>]
Sent: Thursday, April 19, 2012 3:34 PM
To: faughtm@ashland.or.us
Subject: Interchange 14 and the TSP

Mike,

Talked with Mike Baker about the roads east of the interchange and the City of Ashland's concern about freight movement.

We will follow the City's lead on freight movements. The IAMP will be amended to be consistent with the City's TSP.

thanks,

John

Joint TC/PC

FINAL TSP TIMELINE

Early DECEMBER –	City Council both SDC & TSP
NOV/DEC –	Planning Commission Meeting (two meetings)
Mid OCTOBER –	Town Hall Meeting
Mid SEPTEMBER –	45 Day Legal Notice Planning Commission
Late AUGUST –	Coordinate Forum with Chamber of Commerce
Late JULY –	TC/PC Meeting – Kittelson to present TSP Draft
Mid JULY –	Submit Final TSP to Kittelson & Associates
Late JUNE –	Staff needs Final Commissioner's TSP
MAY/JUNE	Two Joint TC/PC Meetings