

- I. CALL TO ORDER: 6:00 PM
- II. APPROVAL OF MINUTES: August 23, 2012
- III. ADJUSTMENTS TO THE AGENDA
- IV. PUBLIC FORUM
- V. ACTION ITEMS
 - A. Request for Stop Sign at Eight St. and 'B' St. (15 min.)
 - B. 'B' St. and Second St. Sight Distance Analysis (15 min.)
 - C. Bike Registration (10 min.)
 - D. Ashland Municipal Code 2.10 Update (15 min.)
 - E. Commission Open Discussion (15 min.)
- VI. NON ACTION ITEMS
 - A. N. Main/Hersey/Wimer Intersection Realignment Update (10 min.)
 - B. Walker Ave Rail Crossing Improvements (10 min.)
 - C. Road Diet Striping Project (10 min.)
 - D. Main St./ Winburn Way/ Water St. Intersection Analysis (5 min.)
 - E. Traffic Crash Summary (5 min.)
- VII. INFORMATIONAL ITEMS
 - A. Action Summary
 - B. TC Budget
- VIII. FUTURE AGENDA TOPICS
 - Bike Parking and Bike Rack Design Policy
 - Future Railroad Crossings
 - Request for 15 Minute Parking at 222 A St.
 - Traffic Improvements for Central Ave.
 - Audible Pedestrian Signals
- IX. COMMISSIONER COMMENTS
- X. ADJOURN: 8:00 PM

Next meeting: TBD

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).

**CITY OF
ASHLAND**
Transportation Commission
Contact List as of October, 2012

Name	Title	Telephone	Mailing Address	E-mail Address	Expiration of Term	
Tom Burnham	Commissioner	541-482-4467	1344 Apple Way	ntburnham@gmail.com	4/30/2013	
Mike Gardiner	Commissioner	541-890-2487	349 Orange Avenue	mike.gardiner@oakh.com	4/30/2015	
Pam Hammond	Commissioner	541-482-1343	632 Walnut Street	hammondpam@yahoo.com	4/30/2014	
Shawn Kampmann	Commissioner	541-482-5009	P O Box 459	shawn@polarissurvey.com	4/30/2015	
Corinne Vièville	Commissioner	541-488-9300	541-944-9600	805 Glendale Avenue	corinne@mind.net	4/30/2013
David Young	Commissioner	541-488-4188	747 Oak Street	dyoung@jeffnet.org	4/30/2015	
VACANT	Commissioner				4/30/2013	
VACANT	Commissioner				4/30/2014	
VACANT	Commissioner				4/30/2014	

Non Voting Ex Officio Membership

Mike Faught	Director of Public Works	541- 488-5587	20 E. Main Street	faughtm@ashland.or.us	
David Chapman	Council Liaison	541- 488-0152	390 Orchard Street	david@council.ashland.or.us	
Brandon Goldman	Planning Dept	541- 488-5305	20 E. Main Street	goldmanb@ashland.or.us	
Steve MacLennan	Police Dept	541- 552-2809	20 E. Main Street	macledds@ashland.or.us	
Scott Hollingsworth	Fire Dept	541- 552-2932	20 E. Main Street	hollings@ashland.or.us	
Honorè Depew	SOU Student Liaison	503- 422-6723		honoredepew@gmail.com	
Vacant	Ashland Schools				
Dan Dorrell PE	ODOT	541- 774-6354	100 Antelope Rd WC 97503	Dan.w.dorrell@odot.state.or.us	
Nathan Broom	RVTD	541- 608-2411	3200 Crater Lake Av – 04	n.broom@rvtd.org	
Vacant	Ashland Parks		20 E. Main Street		
Jenna Stanke	Jackson County Roads	541- 774-6231	200 Antelope Rd WC 97503	stankeJS@jacksoncounty.org	
David Wolske	Airport Commission			david@davidwolske.com	

Staff Support

Scott Fleury	Engineering Serv Manager	541- 488-5347	20 E. Main Street	fleurys@ashland.or.us	
Karl Johnson	Associate Engineer	541-552-2415	20 E. Main Street	johnsonk@ashland.or.us	
Jodi Vizzini	Public Works Assistant	541-552-2427	20 E. Main Street	vizzinij@ashland.or.us	

**ASHLAND TRANSPORTATION COMMISSION
MINUTES
September 27, 2012**

These are draft minutes and are pending the approval of the Ashland Transportation Commission.

CALL TO ORDER

Chair David Young called the meeting to order at 6:00 p.m. in the Civic Center Council Chambers, 1175 East Main Street.

Commissioners Present: Mike Gardiner, Pam Hammond, Shawn Kampmann, Corinne Viéville and David Young

Absent Members: Tom Burnham

Staff Present: Mike Faught and Jodi Vizzini

APPROVAL OF MINUTES

Commissioners Gardiner/Hammond m/s to approve the August 23, 2012 minutes. Voice vote: all AYES.

Motion passed 5 – 0.

PUBLIC FORUM

No one came forward to speak.

ACTION ITEMS

Ethics & Commission Guidelines

City Recorder Barbara Christensen provided a presentation on public records law, definition of public meetings, public meeting requirements, rules and regulations, and ethics. (Copy of presentation is attached to minutes.) She explained that Council is asking for input from Commissioners on Ashland Municipal Code Section 2.10.025 Meetings and Attendance and asked Commissioners to send comments to staff as Council will be reviewing the code.

General Questions:

- Can commissioners e-mail each other on transportation topics?
Answer: It is recommended that commissioners do not e-mail each other. The preferable method is to send an e-mail to staff for forwarding to the commission, or present questions at formal meetings; specifically do not deliberate by e-mail.
- Who has the right to public records?
Answer: Everyone has the right to public records.
- If attending a meeting in another City and asked specific transportation related questions as it applies to the City of Ashland, can answers be given?
Answer: Yes, as long as decisions are not being made.
- Are commissioners allowed to do onsite inspections together?
Answer: Yes, as long as commissioners do not deliberate.

NON ACTION ITEMS

Commission Policies

Mike Faught asked the commissioners for feedback on current membership, how the recent change in the definition of a quorum is working, and to define excused absences as prompted by an e-mail request from the City Administrator who will take suggestions to Council in November.

Ms. Christensen suggested commissioners discuss what works best for conducting business within the commission, and to revisit the attendance policy on an annual basis. She recommended commissioners send suggestions to staff who will forward to her office.

General Questions/Comments:

- A request was made to notify commissioners when a member resigns.
Answer: Staff will inform members when resignations occur.
- A question was asked about the possibility of using Skype, conference call or other untraditional formats to participate in meetings when not physically able to attend.
Answer: Staff suggested sending these types of requests to the City Administrator to take to Council.
- A question was asked about the progress of filling vacancies on the commission.
Answer: The mayor has received interest and is working on making a decision.

N. Main/Hersey/Wimer Intersection Realignment Update

Mr. Faught gave an update on the N. Main/Hersey/Wimer intersection realignment.

Road Diet Striping Project

Mr. Faught gave an update on the progress of the road diet striping project. He discussed the timeline, budget and the bidding outcome. Commissioners questioned the increase in the cost and voiced their concern with public perception. Mr. Faught explained the criteria that will be used for measuring a successful road diet.

Hersey/Laurel Railroad Crossing Improvements Update

Mr. Faught gave an update on the progress of the railroad crossing improvements at Hersey/Laurel. He anticipated a project bid in early 2013 with construction beginning in the spring.

Main St., Winburn Way, Water St. Intersection Analysis

Mr. Faught explained a local traffic engineer was hired to analyze the intersection where a pedestrian fatality occurred. Commissioners agreed the visibility is poor at this intersection and discussed other intersections in the city they felt needed looked at as well. The intersections mentioned were Lithia Way/First St. and B St/Second St. Mr. Faught stated he will have staff look at these intersections and report back to the Commission.

Traffic Crash Summary

Commissioners commented on several recent vehicle crashes that have occurred at the newly implemented median on Ashland St.

INFORMATIONAL ITEMS

Action Summary

Commissioner Young asked for an update on the Plaza restriping that was approved by the Commission. Mr. Faught explained the improvements were postponed due to the Plaza redesign, but will be tied into the new project.

TC Budget

Commissioners voiced their priorities on items to support with the budget, specifically the bicycle safety education program.

Traffic Safety Connection September Newsletter

Informational item only.

Southern Oregon Active Transportation Summit

Mr. Faught encouraged Commissioners to sign-up for the summit.

COMMISSIONER COMMENTS

A request was made to include bicycle registration as an agenda item at the next meeting and to invite Officer MacLennan to attend.

ADJOURNMENT

The meeting was adjourned at 7:37 p.m.

*Respectfully submitted,
Jodi Vizzini, Public Works Assistant*

Memo

CITY OF
ASHLAND

Date: October 19, 2012
From: Scott A. Fleury
To: Transportation Commission
RE: REQUEST FOR A FOUR WAY STOP AT INTERSECTION OF 'B' and 8TH STREETS

QUESTION:

Will the Commission consider the request of Gary Foll for the installation of a four-way stop intersection at 'B' Street and 8th Street?

BACKGROUND:

The attached e-mail was received from Gary Foll who lives at 925 'B' Street. Mr. Foll is requesting a four-way stop and recommendations on improving the safety of the intersection. (Reference attached pictures of recent car accident supplied by Mr. Foll.) The attached traffic accident summary for the intersection shows three angle crash reports from 2004 to 2012.

The intersection of 'B' Street and 8th Street is a standard 90 degree intersection with stop signs located on 8th Street. Both 'B' Street and 8th Street are similar in function. 8th Street is a north-south directing street with a curb to curb width of 34 feet. It has unlimited on-street parking provided on both sides of the street and has sidewalks with park rows on both sides as well. 8th Street carries a traffic volume of approximately 897 vehicles per day and is classified as a neighborhood street. 'B' Street is classified as an avenue (major collector) and is 28 feet wide curb to curb at this location. 'B' Street, like 8th Street, has on-street parking allowed on both sides of the street and also has sidewalks and park rows on both sides and carries a traffic volume of 1704 vehicles per day.

The Manual on Uniform Traffic Control Devices (MUTCD) has set standards or warrants for the placement of four-way stops. The City has also adopted supplemental warrants for the placement of four-way or all way stops. The City's standards were adopted in 1990 by Resolution No. 90-08. Under that resolution stop signs may be warranted if traffic volumes exceed 1500 and 1000 for the major and minor legs of the intersection or if street grades exceed 15%. A copy of MUTCD sections 2B.07 is also attached which is somewhat more comprehensive than the City's. Under the MUTCD standards, there are four warrants to be considered including:

1. Installation of a four-way stop as an interim to the installation of a traffic signal.
2. A crash history of 5 or more crashes within a 12 month period.
3. Traffic volumes of 800 VPH on the major leg or a combination of 200 units (vehicles, bikes and pedestrians) per hour on the minor leg.

4. A combination of the above criteria.

Staff made a site visit to review any visual impairments of the intersection. Staff believes there are visual impairments when entering the intersection heading south or making a left or right hand movement. Staff conducted a site distance study using site distance requirements for a controlled intersection with a posted 25 mph speed limit. The sight distance requirement for a left hand movement is 280 feet and 240 feet for a right hand movement. Trees create a partial visual impairment based on the location of the stop bar prior to the handicap ramps (reference inserted photos).

CONCLUSION:

The purpose of a four-way stop is to assign right of way at a four leg intersection where traffic volumes are nearly equal. Based on existing count data staff would recommend not installing a four way stop. Staff recommends sight distance improvements for southbound vehicles that are heading straight or making a left or right hand movement onto 'B' Street. Possible improvements include removing the two trees in the park row nearest the stop bar. Additional improvements include, removing the existing stop bar and installing a new striped crosswalk with a stop for pedestrian sign along with installing a new stop bar in front of the cross walk closer to the intersection (reference attached drawing). Staff has already requested that the Street Department contact the adjacent property owner regarding removal of trees within the sight triangle.





March 22, 2012

Members of the Traffic Commission:

My name is Gary Foll and I live at 925 B St. on the corner of 8th and B Streets in Ashland. I have enclosed photos of an accident that occurred on this corner March 9th of this year. The red car was traveling south on 8th and was struck by the silver car traveling east on 8th Street. One person in the silver car was sent to the hospital for high blood pressure. According to police and occupants of the cars it was determined that the red car did stop at the stop sign before proceeding into the intersection before being struck by the silver car. Estimated speed of the silver car was in excess of 30 mph where the posted speed limit is 25 mph.

Two problems exist at the corner. The first is cars traveling on 8th Street toward C St. are on an incline and have poor visibility so have to go into the intersection to even see if it is safe to proceed. See the enclosed photo. Second is the cars traveling east on B Street are usually speeding by the time they get to 8th. The last stop sign is on the corner of 2nd and B. Traffic on 8th street is very heavy as it feeds off of A street and B Streets and acts as a thoroughfare to avoid A Street congestion.

The consensus of the neighbors is that a stop sign should be placed on the corner making it a 4 way stop. Unfortunately collisions like this one happen about once a year but close calls happen quite frequently. The close calls are not reported to the police but I have witnessed cars jumping the curb to avoid an accident.

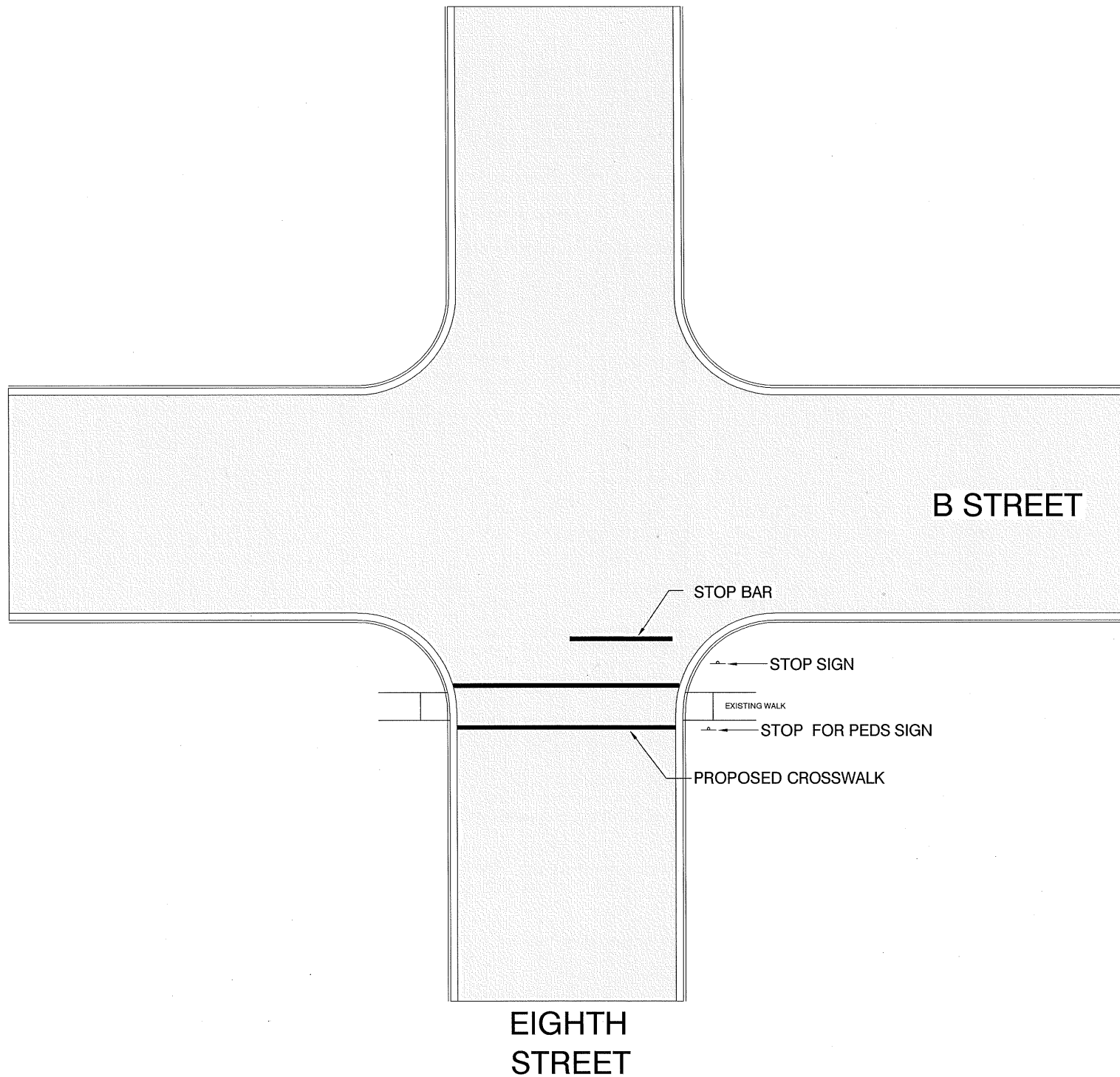
I would hope that you, members of the transportation committee, will take some time to come out and observe this intersection and make some recommendations on making it a safer intersection. This is the second time we have had a car in our front yard in the last 2 years. Is it possible to put up a radar sign indicating the posted speed limit and the vehicles actual speed?

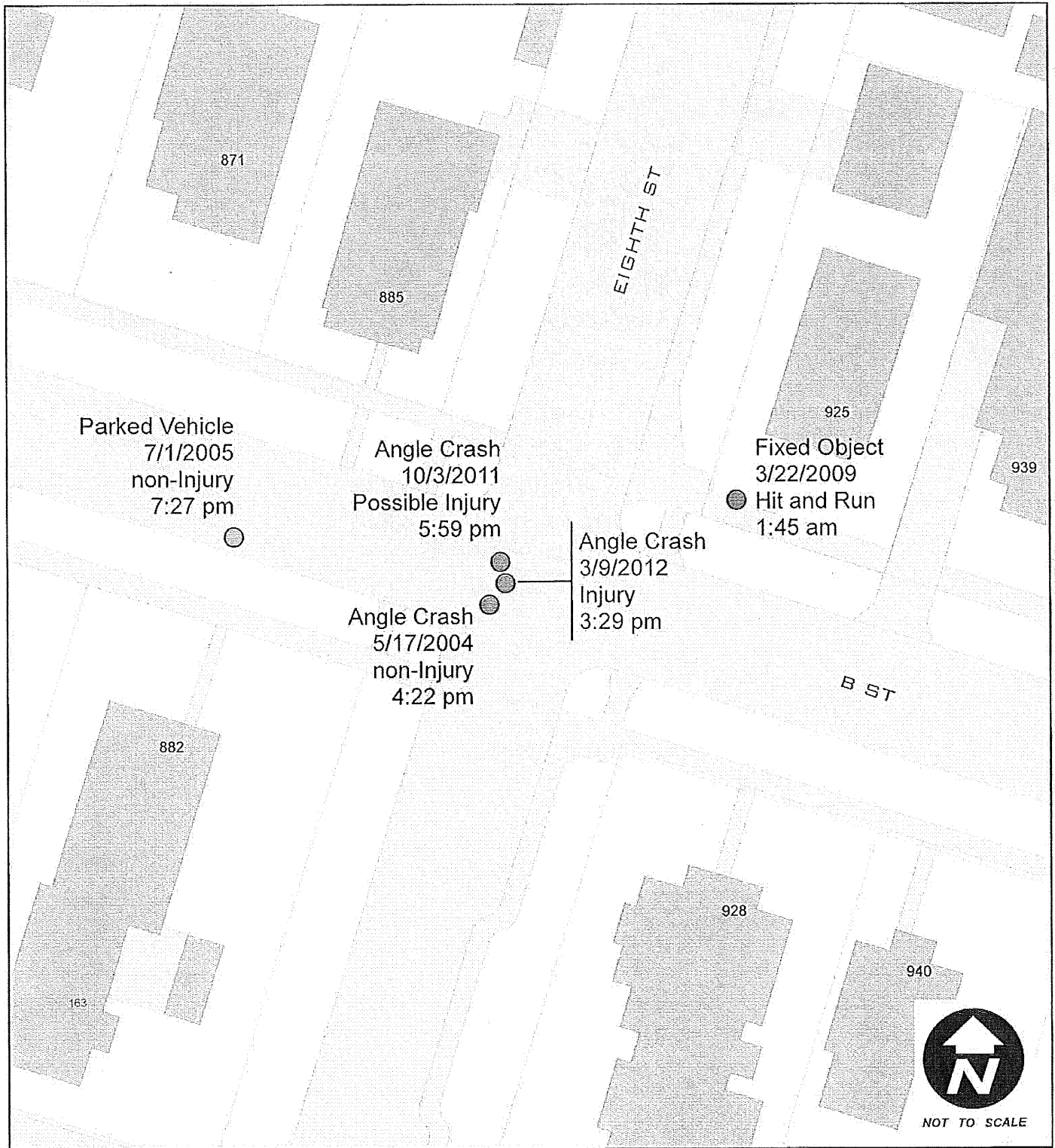


Gary Foll

Karen Rethman-Foll

925 B Street





Traffic Accident Summary
 Eighth Street and B Street Intersection
 1/1/2000 - 3/20/2012











Sent from my iPhone

Memo

CITY OF
ASHLAND

Date: October 19, 2012
From: Scott A. Fleury
To: Transportation Commission
Sub: Sight Distance Analysis – ‘B’ St. and Second St. Intersection

QUESTION:

Commissioner Vièville asked staff to investigate the pedestrian sight distance for the crosswalks at the intersection of ‘B’ St. and Second St.

BACKGROUND:

The intersection is a controlled four-way stop. Staff made a site visit to determine if sight distance for pedestrians is an issue with cars parking adjacent to the handicap ramps on all four corners. The stop bars are placed ahead of the crosswalk at this intersection requiring pedestrians to step out into the travel lane in an unmarked crosswalk with cars having the ability to drive up to the stop bar. (Reference inserted photos of intersection.) In addition, the intersection is missing three handicap ramp cuts at the crosswalk locations.

The proximity of parked cars to the unmarked crosswalk and location of the stop bar can present interaction issues with pedestrians and vehicles as pedestrians step out onto ‘B’ Street into an unmarked and unsigned crosswalk.

CONCLUSION:

Staff recommends possible improvements to include installing a new four-way striped crosswalk with the stop bar being relocated in front of the crosswalk. Staff also recommends a small amount of yellow curb striping adjacent to the ramps take place to keep cars from parking at the edge of the crosswalk. Staff also recommends installation of three new handicap ramps to be included into the next concrete safety improvement project. The concrete project will most likely be placed out for bid in February of 2013.





Memo

CITY OF
ASHLAND

Date: October 19, 2012
From: Scott A. Fleury
To: Transportation Commission
Sub: Bike Registration Background Information

BACKGROUND:

Bike registration code:

11.52.070 Bicycle License Required

No persons shall operate a bicycle upon the streets, lanes or routes of the City unless such bicycle has been licensed as provided for in this Chapter. A non-resident who has complied with the bicycle registration provisions of the city or county in which they are a resident may operate a bicycle without having first acquired an Ashland bicycle license. Bicycle license required is a Class IV violation. In addition to any other penalty, the court may order impoundment of a bicycle used in an offense until such time as may appear just and reasonable.

(Ord 1891 S1 (part), 1973; Ord 1787 S10, 1973; Ord 2439, 1988; Ord 3027, 2010)

11.52.080 Issuance of License

The Police Department, or a bicycle shop in Ashland approved by the Police Department, is authorized and directed to issue, upon written application, bicycle licenses. Such license shall be valid for the life of the bicycle from the date of issuance, as long as the license is clearly legible and the ownership of the bicycle is not transferred to another. When a bicycle that is licensed pursuant to this Chapter is sold or transferred to another person who is also a resident of the City, then the new owner or such bicycle shall, within thirty (30) days from the date of transfer, acquire a new license. Designated agencies or shops shall report such transaction to the Police Department each month and with appropriate fees and forms.

(Ord 1791 S1, 1973; Ord 1787 S11, 1973; Ord 2114 S1, 1981; Ord 2439, 1988)

11.52.090 License Tags - Registration Cards

The City shall provide license tags together with a registration card for each bicycle license issued pursuant to this Chapter. The license tag shall have numbers stamped thereon in numerical order, beginning with number 1; shall have the name of the City printed thereon; and shall be suitable for attachment to the bicycle at a place designated by the Chief of Police. The Police Department shall keep a record of information for each bicycle licensed in order to assist with the recovery of lost or stolen bicycles.

(Ord 1791 S1, 1973; Ord 1787 S12, 1973; Ord 2439, 1988)

11.52.100 License Fee

Each bicycle license shall be issued upon compliance with the foregoing provisions and upon payment of the required fee as set forth in a Resolution adopted by the City Council.

Staff researched bike registration revenue history. Shown below is a 5 year history of bicycle registration fees that have been collected. The policy was recently included as part of the City Source utility billing insert to inform residents of the requirement to register bicycles that are used within the City of Ashland. By registering a bicycle the Police Department maintains a data base of serial numbers that can be used to place stolen materials back with the original owner.

The total revenue associated with the Bicycle Licenses:

FY 2013 YTD- \$129.00

FY 2012 - \$86.00 (43 licenses)

FY 2011 - \$72.00 (36 licenses)

FY 2010 - \$46.00 (23 licenses)

FY 2009 - \$44.00 (22 licenses)

FY 2008 - \$50.00 (25 licenses)

Staff is looking for recommendations on how to inform people of the registration requirement and how to simplify the process.

OPTION ONE

Chapter 2.10

**UNIFORM POLICIES AND OPERATING PROCEDURES FOR ADVISORY
COMMISSIONS AND BOARDS**

Section 2.10.025 Meetings and Attendance.

Unless otherwise provided by law, the number of meetings related to business needs of an advisory commission, or boards may be set by the advisory body. All members are expected to attend all regularly scheduled meetings, study sessions and special meetings, ~~when applicable.~~ If a member will be absent from a meeting the member must notify the chair or the staff liaison at least two hours prior to the meeting. Any member who *misses two or more meetings* has ~~two or more unexcused absences~~ in a six month period [i.e. January 1– June 30 or July 1 - December 31] shall *may* be considered inactive and the position vacant. Further any member not attending a minimum of two-thirds (2/3) of all scheduled meetings (inclusive of study sessions and special meetings) shall *may* be considered inactive and the position vacant. Attendance shall be reviewed by the commission or board during the regularly scheduled meetings in January and July, with a report sent to the *City Recorder's office* ~~Mayor and City Council~~ advising of the need for appointment or re-appointment, if necessary.

(Ord 3003, added, 02/18/2010)

Section 2.10.040 Quorum and Effect of Lack Thereof

Unless otherwise *provided by law*, ~~ordained~~, a meeting quorum shall consist of more than one-half of the ~~total~~ current number of ~~authorized~~ members of the body, not including any vacant positions. Non-voting ex officio members, staff and liaisons do not count toward the quorum. A majority of the quorum is necessary to adopt any motion. ~~Members need not be physically present at a meeting if another means of attendance (e.g. telephonic, internet etc.) has been established by the membership and public meetings law requirements are met.~~ If there is no quorum for a meeting, no official business shall be conducted and all matters advertised shall automatically be continued to the next regularly scheduled meeting.

(Ord 3050, amended, 11/18/2011; Ord 3003, added, 02/18/2010)

Section 2.10.050. Election of Officers, Secretary, and Subcommittees.

At its first meeting of the year the advisory commission or board shall elect a chair and a vice chair who shall hold office at the pleasure of the advisory body. Neither the chair nor vice-chair shall serve as an officer for more than ~~three two~~ consecutive ~~years' terms~~ **years**. Without the need for an appointment, the head of the City Department staffing the commission, committee or board shall be the Secretary and shall be responsible for keeping an accurate record of all proceedings. The Department head may delegate such tasks to a staff liaison. Subcommittees may be formed for the purpose of gathering information and forming a recommendation to be brought forward to the full advisory body. Provided however, only the full body can make recommendations to the City Council. Subcommittees must comply fully with the requirements of Oregon Public Meetings law.

OPTION TWO

Chapter 2.10

**UNIFORM POLICIES AND OPERATING PROCEDURES FOR ADVISORY
COMMISSIONS AND BOARDS**

Section 2.10.025 Meetings and Attendance.

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(Ord 3050, amended, 11/18/2011; Ord 3003, added, 02/18/2010)

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OPTION THREE

Chapter 2.10

UNIFORM POLICIES AND OPERATING PROCEDURES FOR ADVISORY COMMISSIONS AND BOARDS

Section 2.10.025 Meetings and Attendance.

Unless otherwise provided by law, the number of meetings related to business needs of an advisory commission, or boards may be set by the advisory body. **Each advisory commission or board, at their first meeting of the new year, will establish attendance rules** for ~~a~~All members who are expected to attend all-regularly scheduled meetings, study sessions and special meetings, ~~when applicable.~~ **These rules will include notification requirements to chair or staff liaison when a member is going to be absent from the meeting, a clear definition for "excused absence" and "unexcused absence" for their members and any other means of attendance for members when they are not able to be physically be present at a meeting (e.g. telephone, internet, etc.)** **These annual rules will be submitted to the City Recorder's Office no later than (1) one month after the beginning of the new year, which begins on May 1.** ~~If a member will be absent from a meeting the member must notify the chair or the staff liaison at least two hours prior to the meeting. Any member who has two or more unexcused absences in a six month period [i.e. January 1 — June 30 or July 1 — December 31] shall be considered inactive and the position vacant. Further any member not attending a minimum of two-thirds (2/3) of all scheduled meetings (inclusive of study sessions and special meetings) shall be considered inactive and the position vacant. Attendance shall be reviewed by the advisory commission or board during the regularly scheduled meetings in January and July, with a report sent to the City Recorder's Office who will adviseing the Mayor and City Council of the need for appointment or re-appointment, if necessary.~~

Section 2.10.040 Quorum and Effect of Lack Thereof

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Jodi Vizzini

From: Shawn Kampmann [Shawn@polarissurvey.com]
Sent: Thursday, October 18, 2012 10:02 AM
To: kannerd@ashland.or.us
Cc: Jodi Vizzini
Subject: RE: Absence Policy

Hi Dave,

I'd like to add my two cents worth on this subject:

- I agree that absences should be calculated based on 12 months instead of six month increments.
- Dismissal due to vacations, family emergencies or un-anticipated work related causes *is not ludicrous* just because there are electronic/teleconference options available, since one should not be still be expected to be available for meetings when on vacation or at work. Even if you wanted to interrupt your vacation or work to electronically participate in a meeting, it may not be possible due to lack of internet accessibility or whatever. We are volunteers that need to make a living and need to balance other parts of our lives that may conflict at times with commission meetings which we have no control over scheduling. It's not fair that we should have to fear punitive action when there may be personal situations that arise which may occasionally conflict with commission meeting schedules. It seems to me that as long as we meet our obligations to attend 2/3 of the meetings over the course of a year, that's all that should matter.
- I don't support electronic/teleconferencing as an alternative to attendance of meetings for two reasons. One, if everyone decided to forego attendance in lieu of electronic methods, it would be unworkable. Two, we have tried that before and it is too cumbersome and difficult trying to communicate back and forth that way and too hard to hear and understand each other. It is too impersonal and cumbersome for those in attendance. To me, you can't fully and equally participate in a meeting with that method, as you can with face to face communication and also you do not have all the information available as you would at the meeting such as exhibits, maps, etc.
- Attendance for other meetings or events other than scheduled commission meetings should not be counted for or against the required attendance quota since the "business" of the commission is not being done at these ancillary events. The actual commission meetings are the only meetings that should count regarding attendance quotas.
- I also feel that if for whatever reason, if a commission member does miss more than the 2/3 minimum attendance but at least gives ample notice and does not leave the commission in a lurch because of quorum issues, rather than be automatically removed from the commission, the commission would vote whether to have that person removed or not with the approval of the mayor that nominated the commissioner to begin with.

I appreciate your consideration of these recommendations.

Sincerely,

Shawn Kampmann
Transportation Commissioner

From: Jodi Vizzini [mailto:vizzinij@ashland.or.us]
Sent: Thursday, October 18, 2012 9:03 AM
To: 'David Young'; 'Mike Gardiner'; 'Corinne'; 'Tom and Nancy Burnham'; 'Pam Hammond'; Shawn Kampmann
Cc: 'Scott Fleury'
Subject: Absence Policy

Hello,

At our last meeting we discussed alternate formats for attending meetings, i.e. Skype, iPad, conference call and defining excused absences. You were encouraged to forward your ideas to staff or directly to the City Administrator, Dave Kanner, who plans to take these comments to Council at their November 5 study session.

The comments below were shared at the May 24, 2012 meeting. I have highlighted comments that I think should be forwarded to the City Administrator, but they are your comments so I would like to hear from you before I send the e-mail:

- The chair requested that staff keep track of absences on a spreadsheet and forward to him for review in January and July
- A comment was made that meetings are random, making it difficult to plan ahead
- Commissioners agreed the time frame for absences needs to be reworked, i.e. Jan – June / July – Dec; should be any combination of a six month period, not just these specific six month periods
- Comment was made that dismissal due to vacation seems ludicrous and suggested the ability to attend meetings electronically/teleconference when possible (i.e. temporarily out of the area, on vacation)
- Commissioners felt the current system is problematic
- A suggestion was made to track absences on a yearly basis, much like sick leave; allotting a certain amount of absences up to the 2/3 minimum of all scheduled meetings
- Commissioners would like to be recognized for attending other meetings pertaining to the Transportation Commission, i.e. Road Diet, Open Houses, Council presentations, and Planning Commission meetings as the Transportation Commission liaison
- Defining what is excused or unexcused could be a slippery slope as individuals place their sense of value on what is important in their personal lives

If you would like to add others ideas/comments, please send my way or you can e-mail Dave Kanner directly at kannerd@ashland.or.us.

Jodi Vizzini

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MOTOR VEHICLE CRASH SUMMARY

MONTH: SEPT, 2012

NO. OF ACCIDENTS: 16

DATE	TIME	DAY	LOCATION	NO. VEH	PED INV.	BIKE INV.	INJ.	DUII	CITED	PROP DAM.	HIT/RUN	CITY VEH.	CAUSE - DRIVER ERROR
6	13:01	Thurs	Ashland St at Clay St	1	N	Y	N	N	N	N	N	N	Child bicyclist struck vehicle door while crossing street. No injury, no fault determined, no citation.
6	14:27	Thurs	E Main St at Dewey St	1	N	Y	Y	N	Y	Y	N	N	Bicyclist travelling on sidewalk struck vehicle while it was stopped at stop sign, waiting to turn. Bike at fault, cited for unsafe bike operation on sidewalk.
7	21:30	Fri	Walker St south of Siskiyou	1	N	N	Y	N	N	Y	N	N	Motorcyclist struck back of parked utility trailer that was virtually invisible in dark. Rider was thrown from bike and injured. No citations.
9	17:53	Sun	N Main St at Van Ness	2	N	N	N	N	Y	Y	N	N	Driver turning from N Main onto Van Ness struck vehicle west bound on N Main. Driver cited for a dangerous left turn.
11	09:53	Tue	Siskiyou Blvd near Garfield	2	Y	N	N	N	Y	Y	N	N	Driver stopped for ped crossing in crosswalk was rearended by a vehicle. Veh 2 cited for following too close.
11	10:44	Tue	N Laurel St at Central	2	N	N	N	N	Y	Y	N	N	Driver v2 travelling west on Central ran into v1 approaching N Main St. Driver cited for failure to obey traffic control device (stop sign).
13	09:45	Thurs	Walker St at Ashland St	2	N	N	N	N	N	Y	N	N	Driver of truck turning right at intersection struck driver v2 because v2 pulled up on the right intending to also turn right and was not visible.
14	08:50	Fri	N Main St north of Helman	1	N	N	U	U	N	Y	Y	N	Hit and run, fire hydrant. Damage to hydrant. No leads.

DATE	TIME	DAY	LOCATION	NO. VEH	PED INV.	BIKE INV.	INJ.	DUII	CITED	PROP DAM.	HIT/RUN	CITY VEH.	CAUSE - DRIVER ERROR
17	UNK	Sun	Van Ness near N Main	2	N	N	U	U	N	U	U	N	Vehicle struck while parked on side of street, no leads.
18	08:09	Tue	Ashland St at I-5 overpass	3	N	N	Y	N	Y	Y	N	N	Driver v3 ran into v2 pushing it into v1 which was pausing in lane waiting to turn left onto I5 onramp. Several injuries. No citation.
22	07:43	Sat	A St near Second St	1	N	Y	Y	N	Y	Y	N	N	Driver of vehicle turning left struck bicyclist in right of way. Driver at fault. Cited for driving without a valid license.
23	16:33	Sun	Siskiyou Blvd east of Tolman Creek Rd intersection	1	N	N	Y	N	N	Y	N	N	driver ran off road into ravine. Possible seizure. No citation.
24	09:38	Mon	Siskiyou Blvd near Bridge St	2	Y	N	N	N	Y	Y	N	N	dV1 stopped for ped crossing in crosswalk was rearended by veh 2. Dv2 cited for following too close.
25	13:35	Tue	N Main St at Church St	1	N	Y	Y	N	Y	Y	N	N	bicyclist going wrong way on a one-way street was hit by car making left turn. Bike at fault and cited for failure to observe one-way.
27	16:53	Thurs	Ashland St at I5	1	N	N	N	N	N	N	N	N	Driver high centered his vehicle on the new median near the bridge construction. No citation.
29	13:45	Sat	Ashland St at Ashland Shopping Center	2	N	N	N	N	N	Y	N	N	2 drivers attempting to enter Ashland St from parking lot in same direction had conflict, resulting in rearend collision. No citation.

**Transportation Commission
Action Summary
as of September 2012**

Month Year	Item Description	Status	Date Complete
September 12 TC	B St. and Second sight distance analysis	Staff report complete	
September 12 TC	Lithia/First Intesection Analysis	Traffic Engineer under contract to perform services	
August 12 TC	Centerline marking on Takelma Way	Approved, TR 2012-03	9/12
March 12	Sharow markings on Maple St.	approved, TR 2012-01	10/12
March 12	Centerline marking on Crispin St.	approved, TR 2012-02	10/12
March 12	Loading zone on Lithia Way	not approved	
November 11 TC	Parking prohibitions on Highwood Dr.	approved, TR 2011-09	2/26/12
October 11 TC	Crosswalk on A Street	approved TR 2011-08	12/1/11
August 11 TC	Parking prohibitions on Almond	approved TR 2011-07	✓
August 11 TC	Stop sign at 4th and A Streets	not approved	
Jul 11 TC	Parking Prohibitions on E. Nevada	approved;TR 2011-04	3/6/12
Jul 11 TC	Stop Sign at Starflower	approved yield; TR 2011-05	11/17/11
Jul 11 TC	A' Shared Road	approved; TR 2011-06	10/28/11
June 11 TC	N. Main Road Diet	TC recommend implementation asap, approved 8/2/11	
June 11 TC	Parking prohibition on Central	TR 2011-03, install painted centerline, only	✓
May 11 TC	Stop sign on Homes	Stop sign not approved, other improvements implemented.	
May 11 TC	Stop sign on Pinecrest	not approved	
May 11 TC	Left turn signal at Wightman	recommended review by traffic engineer	
May 11 TC	Memorial Sign Request	recommended development of a policy, approved by Legal/Planning. Approved by Council	1/27/12
Apr 11 TC	N. Main Road Diet Pilot	Approved by Council 8/2/11	
Feb 11 TC	Parking Prohibitions Meadowbrook	TR 2011-02 order sent to Street Div.	✓
Feb 11 TC	Parking Prohibitions on Liberty St	TR 2011-01 order sent to Street Div.	✓
Feb 11 TC	Bike Corral on Third Street	Completed & installed	✓
Dec 10 TC	Petition for ped. rail crossing	referred to TSP process	
Dec 10 TC	Siskiyou Blvd x-walk at Frances	no action required	12/16/10
Nov 10 TC	S Mountain Mid Block Crosswalk	Approved to be installed in cooperation with SOU	
Nov 10 TC	E Main @ RR Crosswalk Review	Commission asked stop sign replaced	
Oct 10 TC	A St Sharrow Designation	Commission asked for Kittleson review	
Oct 10 TSC	Safety Sleeve for Bollard @ RR Park	replaced	✓
Oct 10 TSC	Storm Drain on Bike Path @ N Mtn	staff is researching	
Oct 10 TSC	Additional Vehicle Parking Downtown	Contacted ODOT	
Oct 10 TSC	Crosswalk at Lithia and E Main	TR 2010-06, order sent to Street Division	✓
Oct 10 TSC	Stop Sign at Helman & Nevada	not approved	✓
Oct 10 TSC	Stop Sign on 'B' @ Third	not approved	✓
Oct 10 TSC	Crosswalk on Siskiyou @ Morton	not approved	✓
Aug 10 TSC	Grandview/Sunnyview/Orchard/ Wrights	vegetation clearance referred to street dept for implementation	
Aug 10 TSC	15 Minute Parking on A Street	TR 2010-05, order sent to Street Division	
Aug 10 TSC	First St Parking Prohibition Change	TR 2010-04, order sent to Street Division	
Aug 10 TSC	Granite St Parking Prohibition Change	not approved, Swales will resubmit request	✓
Aug 10 TSC	Hargadine St Parking Prohibition Change	review as part of TSP update	
Aug 10 TC	Bridge Street Parking Prohibition Change	Memo received from Fire Dept recommending against change	✓
Jul 10 TSC			
Aug 10 TC	Truck Route Ordinance Review	Staff researching, Nov 2010 agenda item	
Jun 10 TC	2 Year Project List Goal Setting	3 goals selected	✓
Jul 10 TC	Audible Crosswalk Signals for Downtown	Vieville working w/staff to develop priority list for \$27K budget	
Jul 10 TC	Shared Road Policy	review as part of TSP update	
Mar 10 TSC	Yield Sign at Terrace @ Holly	TR 2010-02	✓
Mar 10 TSC	Ashland St @ YMCA Crosswalk	not approved by ODOT	✓
Mar 10 TSC	Oak St Crosswalk at A St	included in Misc Concrete Project; bids due 11/17/10	
Jul 09 TC	Additional Downtown Bike Parking	Implementation list complete, will be installed as budget permits	
Nov 09 TC & TSC	Crosswalk for East Main @ Campus Way	Staff applying for funding through grant application	
Nov 09 TC & TSC	Grandview Shared Road Improvements	TR 2010-03, other improvements likely in future	
Aug 09 TC	Oak Street Sharrows	TR 2010-01	✓
Jul 09 TC	Will Dodge Way Improvements	Complete	9/2010
Apr 09 TC	Siskiyou Bv Pedestrian Improvements	complete	✓
Aug 09 TSC	Union/Allison and Fairview Intersection	not approved	✓
Nov 09 TSC	Yield Sign at Palmer Rd	not approved	✓
Nov 09 TSC	Stop Sign at Indiana St	not approved	✓
Dec 09 TSC	Terrace St Traffic Calming	not approved	✓
Dec 09 TSC	Ashland Village Traffic Calming	not approved	✓