

Note: Anyone wishing to speak at any Transportation Commission meeting is encouraged to do so. If you wish to speak, please rise and, after you have been recognized by the Chair, give your name and complete address for the record. You will then be allowed to speak. Please note the public testimony may be limited by the Chair.

ASHLAND TRANSPORTATION COMMISSION

March 15, 2018

AGENDA

- I. **CALL TO ORDER:** 6:00 PM, Civic Center Council Chambers, 1175 E. Main Street
- II. **ANNOUNCEMENTS**
- III. **CONSENT AGENDA**
 - A. Approval of Minutes: December 21, 2017 & January 25, 2018
- IV. **PUBLIC FORUM**
- V. **NEW BUSINESS**
 - A. Community Meeting Follow-up (30 min.)
 - Discuss outcomes and next steps
 - B. ODOT All Roads Transportation Safety (ARTS) Grants (15 min.)
 - Discuss ARTS Grant Process
- VI. **TASK LIST**
 - A. Discuss current action item list
- VII. **OLD BUSINESS**
 - A. South Ashland Business Park Type III Application Traffic Impact (15 min.)
 - Development Proposal continued discussion
 - B. City Council Presentation (5 min.)
 - Commission Chair to provide update on Council meeting
 - C. Transportation Commission Representative on Technical Advisory Committee (TAC)-Transit Feasibility (15 min.)
 - Select a representative to be part of the Transit Feasibility Study TAC
- VII. **FOLLOW UP ITEMS**
 - A. ODOT Corridor Projects
- VIII. **INFORMATIONAL ITEMS**
 - A. Accident Report
- IX. **COMMISSION OPEN DISCUSSION**
- X. **FUTURE AGENDA TOPICS**
 - A. High and Church St. 4-way stop
 - B. Parking Permit Policy
- XI. **ADJOURNMENT:** 8:00 PM

Next Meeting Date: March 22, 2018 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).

**CITY OF
ASHLAND**
Transportation Commission
Contact List as of March 2018

Name	Title	Telephone	Mailing Address	Email Address	Expiration of Term
Vacant					
Joe Graf	Commissioner	541-488-8429	1160 Fern St.	jlgrans15@gmail.com	4/30/2018
Corinne Viëville	Commissioner	541-488-9300 or 541-944-9600	805 Glendale Ave.	corinne@mind.net	4/30/2018
David Young	Commissioner	541-488-4188	747 Oak Street	dyoung@jeffnet.org	4/30/2019
Sue Newberry	Commissioner	775-720-2400	2271 Chitwood Lane	sue.j.newberry@gmail.com	4/30/2018
Kat Smith	Commissioner	541-326-7517	770 Faith Ave.	ladybikesafety@gmail.com	4/30/2019
Bruce Borgerson	Commissioner	541-488-5542	209 Sleepy Hollow Dr	wave@mind.net	4/30/2020

Non-Voting Ex Officio Membership

Paula Brown	Director, Public Works	541-488-5587	20 E. Main Street	paula.brown@ashland.or.us	
Michael Morris	Council Liaison	541-261-9406	20 E. Main Street	mike@council.ashland.or.us	
Brandon Goldman	Planning Department	541- 488-5305	20 E. Main Street	goldmanb@ashland.or.us	
Steve MacLennan	Police Department	541 - 552-2433	20 E. Main Street	macledds@ashland.or.us	
Frederick Creek	SOU Liaison	541-552-8328	1250 Siskiyou Blvd	creekf@sou.edu	
Dan Dorrell, PE	ODOT	541- 774-6354	100 Antelope Rd WC 97503	Dan.w.dorrell@odot.state.or.us	
Edem Gómez	RVTD	541-608-2411	3200 Crater Lake Av 97504	egomez@rvtd.org	
Jenna Stanke	ODOT	541- 774-5925	100 Antelope Rd WC 97503	Jenna.MARMON@odot.state.or.us	
David Wolske	Airport Commission			david@davidwolske.com	
Vacant	Ashland Parks				
Vacant	Ashland Schools				

Staff Support

Scott Fleury	Deputy Public Works Director	541-488-5347	20 E. Main Street	fleury@ashland.or.us	
Karl Johnson	Associate Engineer	541-552-2415	20 E. Main Street	johnsonk@ashland.or.us	
Taina Glick	Administrative Assistant	541-552-2427	20 E. Main Street	taina.glick@ashland.or.us	

**ASHLAND TRANSPORTATION COMMISSION
MINUTES
December 21, 2017**

These minutes are pending approval by this Commission

CALL TO ORDER:

Graf called the meeting to order at 6:02 p.m.

Commissioners Present: Joe Graf, Dominic Barth, Corinne Vièville, Sue Newberry, Bruce Borgerson, David Young

Commissioners Absent: Kat Smith

Council Liaison Absent: Mike Morris

SOU Liaison Absent: Fred Creek

Staff Present: Scott Fleury, Taina Glick

ANNOUNCEMENTS

Graf introduced and welcomed new Commissioner Bruce Borgerson.

CONSENT AGENDA

Approval of Minutes: November 16, 2017

Commissioners Barth and Newberry m/s to approve minutes as amended.

All ayes. Minutes approved.

PUBLIC FORUM

None

NEW BUSINESS

Crosswalk Implementation Policy

Fleury explained the historical handling of crosswalk requests by the City. Fleury met with Kim Parducci regarding development of the Crosswalk Implementation Policy and discussed the need for commonality and uniformity of structures used for crosswalks in the city, where feasible. The City has moved toward the continental type crosswalks, utilizing thermoplastic reflective stripes for durability. Lighting is a consideration with use of thermoplastic due to reflectivity. Fleury sought input from Commissioners about items for inclusion in the policy. Barth inquired about the availability of less-slick materials. Fleury explained that thermoplastic has a grittiness but does become slick with ice. The addition of sand, etc. is possible but creates a maintenance issue.

Graf questioned plans from other cities included in packet. Fleury explained the packets are for example only and included for assistance in creating our policy. Newberry described inserts as containing outdated information and cited ODOT Bicycle and Pedestrian manual for current data. The Comprehensive plan describes suggested need for crosswalks.

Young felt commissioners were getting into the weeds by looking at specific cases at this point and stressed the need to develop the policy first. Newberry stated we should be using ODOT Bicycle and Pedestrian manual with updated ADTs. Graf wanted to ensure the policy includes improving existing crosswalks as well as creation of new crosswalks.

Newberry emphasized the need to define the elements that should be considered in making the policy. Fleury agreed and added the need to apply commonly accepted standards when making the policy. Newberry suggesting seeking data from studies available through the Bicycle and Pedestrian clearinghouse.

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Borgerson inquired about maps with pinpointed accidents. Fleury informed Borgerson of what is available with GIS. Borgerson described the need to know about accidents that are not necessarily pedestrian involved, but rather pedestrian crossing involved.

Barth expressed concern over a packet insert that showed a curb extension cutting into the bike lane and would like to see inclusion of wording in our policy which would prevent this type of occurrence. Fleury assured commissioners that design options are available to accommodate cyclists at such intersections. Barth inquired if City is allowed to look at ODOT plans prior to construction. Fleury answered typically no.

Newberry described a lack of crosswalks on Siskiyou between Harmony Ln and Tolman Creek Rd. Newberry would like staff to compile a list of the desired elements to include in the policy. Young wanted to make sure decisions are made based on accurate data, suggesting utilization of a rubric with scoring. Newberry wanted to ensure Commissioners understand the Manual on Uniform Traffic Control Devices (MUTCD) and decision making process. Further, Newberry opposed the use of aesthetically pleasing design over sight for pedestrians. She would like the sidewalk implementation policy to consider references to MUTCD and update the Comprehensive Plan accordingly.

Young commented about downtown beautification and stated his desire for the commission to be included in the downtown process so that pretty stuff isn't included over sound transportation practices.

Fleury met with two Ashland Police Department officers, one of whom attended environmental design class about how to produce good mobility and behavior through pedestrian districts. Fleury described how design can help first responders in these areas. Input from officers will be included in policy development process.

TASK LIST

Discuss current action item list

Item 7 on list, Iowa St safety concerns update requested by Newberry. Fleury will contact Parducci about a timeline for completion. Barth inquired about green sharrows update. Fleury said he and Parducci will meet with ODOT in January to discuss each N Main St project in detail.

Barth questioned why some sections are still bolded and sought clarification. Fleury clarified that items in current action are italicized and un-bolded items are completed or passed on.

Two proposals were submitted for the TFP which scored 353 and 350. Interviews, worth 100 points, will be set up in early January as Fleury is not comfortable direct awarding due to only a 3-point differential. The contract will be taken to Council and awarded after interviews are completed in early January.

Newberry was glad to see progress on the traffic calming plan, but hoping for a more encompassing handout. Fleury described the handout as 1 of 2 parts: an informational packet for the public and a foundational guideline for staff and commission. Fleury reminded the commission that there is no firm timeline for completion.

Fleury informed commissioners that the CIP Storybook is now live and briefly described functionality.

Graf questioned if a page is missing from traffic calming brochure draft included in packet. He described viewing green box sharrows out of state as unimpressive and hoped that our sharrows will be more clearly marked.

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OLD BUSINESS

Goal Setting

Graf described to commissioners their responsibility at the community meeting, based on documentation provided by Newberry. Borgerson inquired when the last time this type of meeting was done. Young indicated that a goal setting retreat had occurred with the Traffic Safety Commission a number of years ago. Newberry reminded commissioners to email Glick the names and addresses of specific parties they wish to invite and emphasized the challenges in getting attendees to public meetings. Newberry further stressed the need to include a wide variety of transportation participants.

Transportation Commission code language

Newberry liked that the code language was simplified but expressed concern about the inclusion of parking knowing that the commission has no power over the number of required parking spaces and felt parking should be removed unless there is inclusion of the commission in the planning process. Newberry called attention to the parking challenges and neighborhood impact that could result if the Daniel Meyer Pool becomes a regional facility. Fleury responded in agreement as there is not a clear parking plan at this point. Graf disagreed, stressing he would rather the commission advise on parking than not be able to advise. Commissioners discussed involvement in planning actions and the need to change policy. Borgerson inquired if a document exists which describes parking requirements. He felt that parking is an important part of future transit in Ashland and that the wording related to advising on planning actions should remain, giving the commission opportunity to explore policy change in the future. Vièville would like to be able to advise before decisions are made.

Graf wanted the code to read that the Transportation Commission (TC) has the ability to advise on all transportation topics, not only Type III Planning Actions. Newberry cited section of Transportation System Plan (TSP) where it was recommended that "the City review chapter 18 of Municipal Code to establish a multi-modal/safety based development review process." She stated that is the intent of the changes the TC seeks to make to the commission responsibilities outlined in the code. Young reminded commissioners that the City Council approved the TSP.

Graf sought clarification on the subcommittee section.

Barth questioned the structure of the sentence in 2.13.010 A, stating that parking is not a mode of transportation but rather a transportation related issue. Newberry called attention to 2.13.030 Power and Duties, Generally, stating that it only allows for planning and does not specify that the TC has public hearings for individual problems from citizens.

Borgerson suggestion clarifying 2.13.010 Purpose and Mission by altering phrasing to "planning, funding and advocacy for bicycles, transit, and other modes of transportation as well as issues concerned with pedestrian safety and parking."

Young wanted to know if this is the final draft. Fleury indicated that it is not and encouraged commissioners to send suggestions and edits to either Fleury or Glick. Fleury further indicated that Planning needs to be included in discussion regarding inclusion of TC in planning decisions.

FOLLOW UP ITEMS

None

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INFORMATIONAL ITEMS

Accident Report

Graf requested clarification on accident report wording "information exchanged." He wondered if that statement means that parties exchanged information themselves or if an officer present at time of the accident. Fleury offered that staff is exploring ways to clarify information on report. Commissioners would like to know when an officer was involved and/or at what point is the officer involved. Graf officially requested inclusion of a column indicating if an officer was involved at the time of the incident.

COMMISSION OPEN DISCUSSION

Newberry offered thanks to whomever cleaned up leaf debris near Harmony Ln. and reported that the hot call she discussed last meeting had been repaired. She inquired about TC inclusion in the Parks Master Plan update for pedestrian and ADA issues. Fleury suggested participating in the meetings as a citizen. Newberry reported discovering TSP Policy 27, "fee in lieu" policy, to create funding for sidewalks. Additionally, Newberry described 10.15 of the Comprehensive Plan which seeks to increase neighborhood use of sidewalk LID programs. She would like these two topics added to a future agenda. TSP mentions an Access Management Study for Siskiyou Blvd and Newberry wants to do it now, believing Siskiyou Blvd cannot be improved until the study has been completed. Fleury informed commissioners that the City attempted to obtain a TGM grant to fund that study but were not successful. If money exists after completion of the TFP and we are still in the current biennium, the Access Management Study may be re-discussed.

Borgerson questioned if the addition of sidewalks from N Main to Oak was done as part of the Master Plan. Fleury indicated that the sidewalks were in the TSP as a sidewalk connection. The City applied for the Congestion Mitigation and Air Quality (CMAC) grant which has safe routes to school element because it connects Laurel and Helman. Fleury commented that a new house bill on transportation will increase funding elements for safe routes to school, transit, etc. and increase gas tax revenues which are used to fund roadway, sidewalk, safety, and ADA improvements, as well as miscellaneous concrete repairs.

Young informed commissioners that no sidewalk exists on Laurel at the railroad track. Fleury informed commissioners that there will be a full, at-grade sidewalk installed at that location this Summer.

Newberry noted that the Comprehensive Plan calls for bike loop sensors at all intersections but reports having never seen one in Ashland and inquired if they exist and if they are marked. Fleury indicated his belief that they do exist at intersections but not all react properly. Newberry educated the commission on how to trigger the loop sensors. Newberry requested that all loops are marked as streets are resurfaced.

Vièville inquired about the difficulties associated with installation of truncated domes and if curb cuts moving forward will be straight or angled. Fleury replied that truncated domes will be included and curb cuts brought to ADA compliance during upcoming street overlay projects. Vièville described easier use by dogs when straight curb cuts and truncated domes are utilized. Vièville asked about grates at the bottom of curb cuts. Fleury described design problem with storm drain system and indicated that all storm drain catch basins will need to be relocated on either side of flares to become compliant.

Young described issues with bus stop users' luggage creating blockage of the sidewalk in front of the library. Further, he described issues with zig-zagging sidewalks and believed there is a need to coordinate with Planning to develop

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designs more congruent with pedestrian tendencies. Newberry recommended training for like topics to increase multi-departmental buy in. Newberry added her belief that ODOT offers this type of training program at no cost.

Barth sought clarification from Young about whether he was suggesting sidewalk design changes going forward or to improve existing areas. Young described two pronged approach, both fixing and preventing problems.

Vièville has pictures of trucks parking at Larks which prevent busses from being able to stop. Newberry brought to the attention of Commissioners an inconsistency in white curb paint throughout town. Barth described a lack of curb painting in the area in front of Larks/Ashland Springs Hotel and questioned why the curb is not painted. Newberry wondered if curb painting inconsistencies could be handled by Transportation Commission under the multi-modal/safety based development review process suggested in the Transportation System Plan.

Newberry asked if Commissioners have heard of branded transit stops. She described reading something that described an increased use of transit when stops are cute and would like to see branded transit stops utilized.

Young wondered if there will be a process the Commissioners can agree on for trying to mitigate things like the bus stops, asking if a meeting could be set up with RVTG or a letter sent. Fleury will be involved with meetings about the RVTG long range plan study. Vièville would like the TC to be involved with this. Fleury can bring suggestions to those meetings. Fleury further elaborated that existing problems will be caught and resolved on a one-off basis. Young wondered if a sub-committee is warranted. Newberry suggested waiting until after the goal setting meeting to set up a sub-committee. Fleury stated that the self-evaluation portion of the required Public Right-of-Way ADA Transition Plan will help identify existing problems. Fleury indicated the self-evaluation all facilities in the public ROW is in process and will be presented to TC in the future.

Graf inquired about the availability of governing documents related to Planning Commission. Fleury said that information is included in Ashland Municipal Code, Chapter 18.

Borgerson questioned if the limited number of city streets available on Google street view was the result of the City disallowing that service. Fleury indicated that is not the case and that Bing had better street view coverage of areas in the city, but that the Google car had recently been spotted in town so assumes an update may be available soon.

ADJOURNMENT: 7:59

Respectfully submitted,
Taina Glick
Public Works Administrative Assistant

ASHLAND TRANSPORTATION COMMISSION

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January 25, 2018

These minutes are pending approval by this Commission

CALL TO ORDER:

Graf called the meeting to order at 6:04 p.m.

Commissioners Present: Bruce Borgerson, Kat Smith, Sue Newberry, Corinne Vièville, David Young, Joe Graf

Commissioners Absent: None

Council Liaison Present: Mike Morris

Staff Present: Scott Fleury, Taina Glick

ANNOUNCEMENTS

Graf announced the resignation of Dominic Barth from the commission and explained that potential commissioners should be referred to the City Recorder's office.

CONSENT AGENDA

Approval of Minutes: December 21, 2017

The packet was missing pages 1 and 2 of minutes. Graf deferred approval of minutes to next meeting.

PUBLIC FORUM

None

NEW BUSINESS

South Ashland Business Park Type III Application Traffic Impact

Jay Harland and Kelly Sandow, from CSA Planning and Myles Daley from Thornton Engineering presented their development proposal for the South Ashland Business Park, a 5-acre light industrial park. Their presentation is attached to these minutes.

Newberry questioned if the proposal met AASHTO guidelines and sought clarification. Harland stated that the multi-use path plan is compliant and elaborated on path design options. Newberry still felt that path was non-compliant citing lack of buffer zone between curb and path. Sandow described her understanding of AASHTO guidelines regarding multi-use paths. Newberry would like to research guideline due to safety for contra-flow bicyclists. Fleury accessed guidelines online and indicated the section does not address her specific concern. Fleury consulted WSDOT guidelines online and described findings. Newberry asserted that we should not be building new facilities that don't meet standard guidelines. Sandow responded by stating her belief that the proposed designs are both compliant and safe. Harland stated if the Transportation Commission (TC) preferred the multi-use path option with separation from the curb that space exists to accommodate that design. Young preferred the multi-use path with 2' separation behind the curb and elaborated as to why. Harland described problems with maintenance of the 2' separation as that area is maintained by ODOT, not City of Ashland. Harland recommended gravel for 2' separation rather than landscaping due to ease of maintenance. Smith wanted to see original map and sought clarification about how bicycles would travel in the area. Young queried Fleury about the relationship of this development to Independent Way and elaborated on the funding of the improvements, as well as exclusion from the 2012 TSP. Smith requested a field trip with Derek Severson and CSA Planning to the area of the proposal. Fleury indicated that Planning Commission (PC) schedules field trips frequently. Borgerson stated that he visited the area a day prior to the meeting and described no bicycle/pedestrian activity but acknowledged the need to accommodate both. Smith asked if TC can be invited to a field trip. Morris indicated that the PC regularly has site visits. Graf inquired about zoning to south of the property and how many zones will be in the area stating different accommodation for bicycle/pedestrian would be necessary depending on zoning type. Fleury

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interjected that the Croman property will likely be changed to allow some residential development but stressed that a railroad crossing is needed for much residential development. Newberry questioned the functional designation of the road as an avenue and does not have issue with a multi-use path as long as it meets standards. Newberry stressed the need not to do projects on a one-off basis that do not conform with the TSP. Smith wondered if project R45 from the TSP matches up with this proposal. Fleury responded by describing site plans for projects R44, R45, and R29. Borgerson inquired about the location of Independent Way. Young requested a field trip to the area of the proposal. Fleury will confer with the legal department regarding public meeting law requirements. Morris indicated that PC is required to notice any site visits. Graf advised commissioners to do individual site visits and come to next meeting with suggestions. Smith preferred the option of a site visit with staff to answer specific questions and asked Fleury if two-at-a-time visits would be possible without violating meeting law requirements. Vièville requires someone to explain what is located at the site. Fleury reiterated that he will consult the legal department. Newberry requested that staff check on the standards for a multi-use path adjacent to a roadway with a curb.

City Council Presentation

Graf requested input from Commissioners about content for the Council presentation which will take approximately 5 minutes. Commissioners decided on inclusion of the following topics:

- Challenges faced by the TC
- Iowa St walking audit
- Traffic calming program development
- Transit study (Fleury stated that the transit study contract will be submitted for approval that night.)
- Issuance of the first residential parking permit
- Community goal setting meeting
- Sidewalk improvement brochure
- Street painting
- Super sharrows.
- Enhanced markings without changing configuration downtown.
- Road diet improvements and cross walks at Wimer St and Hersey St

Fleury announced that increased revenue from the state is expected due to a transportation bill which allows for maintenance and improvement of infrastructure. Graf requested commissioners email additional ideas to Fleury.

TASK LIST

Discuss current action item list

Newberry asked Fleury to discuss the interview for traffic feasibility study. Fleury described the interview process announcing Nelson Nygard as the approved agency. Negotiation of final scope and fee is in process. Fleury has met with RVTD, who is currently updating their long-term master plan, about sharing findings from each other's plans to not duplicate efforts. Newberry asked if a member of the TC would be included in the stakeholder advisory group. Fleury indicated that the whole TC is part of the advisory committee moving forward. David had offered to be a citizen liaison. RVTD will be conducting focus groups, utilizing surveys, and hospital/chamber/etc. to collect data about user habits and trends. Young inquired if the City and RVTD will be collaborating on development of master plan updates. Fleury answered in the affirmative.

Young asked about sharrows. Fleury and Kim Parducci have not met with ODOT as they are working on a different issue (Tolman and Siskiyou where trucks have difficulty making the turn) and would like to take multiple topics to ODOT

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at the same time. Fleury announced that rectangular rapid flashing beacons (RRFB) are no longer permitted by ODOT due to a patent issue; however, similar devices are available for use. Vieville asked if audible signals are patented. Fleury was unsure which aspect of the device is subject to the patent.

Morris questioned the design of the traffic signal on Siskiyou Blvd at Tolman Creek Rd. Fleury described the signal as an ODOT piece and the City was not involved in the design.

Newberry would like a completion date for the results of the Iowa St walking audit. She believes we owe the outcome of the audit to the citizens who participated. Fleury will send a status email to the participants. Fleury informed the commissioners that Officer MacLennan pulled over a driver on Iowa St who was doing 60mph while passing a car. Newberry questioned if the driver was cited.

Young stated he had not received an answer to his earlier question about the sharrows and spacing of such. Fleury indicated he and Parducci will discuss what is allowed and our proposed spacing/painting when they meet with ODOT.

OLD BUSINESS

Goal setting

Graf expressed his disappointment that the goal setting meeting was not included in the City Source. Graf described his intent to send a letter to the Daily Tidings editor and provided a copy for commissioners to view and edit. Commissioners discussed items needed for the meeting, how the meeting will be run, and how to inform citizens of the outcome of the meeting. Young sought clarification about the role of the facilitators and context. Borgerson inquired about how to handle requests specific to an address. Fleury responded that those types of requests should be forwarded to staff. Smith asked if Graf was open to other Commissioners speaking up if he forgets anything during the introduction. Graf indicated that he would prefer to be the sole speaker during the introduction. Vièville wanted to make sure the introduction includes a definition of multi-modal.

Transportation Commission Code Language

Remove *related* from 2.13.010 A, line 2. Commissioners debated whether to include or exclude *appropriate advocacy* from line 3. Modify lines 3 and 4 to include the phrase *to safety, planning, funding, and equity among all forms of ground transportation, including pedestrian, bicycle, transit, and motor vehicle....*

Newberry moves to submit revised text to City Council for approval.

Borgerson seconded motion.

All ayes. Motion passed.

FOLLOW UP ITEMS

None- See action item list

Fleury suggested to commissioners having a planner come a few times a year to apprise commissioners on coming and current projects. Young expressed his preference for hearing about projects prior to reading about them in the newspaper.

INFORMATIONAL ITEMS

Accident Report

Fleury described changes to the format of the accident report and crash summary. Discussion ensued about removal of the citation column.

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COMMISSION OPEN DISCUSSION

Graf reminded commissioners that he cannot continue as chair due to commission rules therefore a new chair must be selected in May. Due to resignation of Barth, a vice-chair must be selected. Smith questioned Newberry about her interest in the vacancy. Newberry indicated that she would need to consult her calendar before deciding.

Smith made sure all commissioners reviewed the email forwarded by staff from a citizen named Amy describing her issues with the Oak Knoll Hwy 66 intersection. Her input was submitted for the upcoming Community Meeting.

Newberry reminded Fleury of the TSP section that suggests the City review AMC Chapter 18 to establish a multi-modal/safety based development review process and wondered if it could be used as a means to improve coordination with the Planning Department. Graf reminded Commissioners that the TSP and updates are to be approved by both the Transportation Commission and Planning Commission. Fleury added that the Transit Feasibility Plan should be considered by the Planning Commission as well.

ADJOURNMENT: 8:11 pm

*Respectfully submitted,
Taina Glick
Public Works Administrative Assistant*

Memo

CITY OF
ASHLAND

Date: March 7, 2018
From: Scott A. Fleury
To: Transportation Commission
RE: Community Meeting

BACKGROUND:

On February 1, 2018 the Commission held a community meeting from 6-8 pm in the Community Center. This meeting was held to solicit input and viewpoints on transportation related issues within the City of Ashland. Six tables were setup with each Commissioner running a feedback/discussion session with a group of citizens. All of the feedback was compiled and discussed at the end of the meeting to ensure all information was effectively captured. A special thanks to Commission member Sue Newberry for her work in compiling all the feedback from the six groups into one comprehensive breakdown. The breakdown is attached for reference and discussion moving forward.

In addition to those who attended the meeting written feedback was also provided by individuals who could not attend. The written feedback is attached.

CONCLUSION:

The Commission should discuss the feedback obtained during the meeting and next steps moving forward.

Community Meeting Summary

On February 1, 2018, the Transportation Commission hosted a Community Meeting at the Ashland Community Center. Thirty-three people signed in and divided into 6 groups to list concerns and ideas about transportation. This is a summary of comments received during the meeting and of written comments received.

PUBLIC TRANSPORTATION

Existing Transit Service Improvements

- Feasibility study good idea
- More frequent service
- Longer hours of service
 - Workers and OSF patrons need evening service
- Weekend service
- Bus stop amenities
 - Real-time arrival signs
 - Transit options not obvious to newcomers
 - Other amenities
- Pavement or other ADA compliant surfaces at all bus stops
 - SR99 north of Ashland, near Lithia Motors and Wellsprings, particularly poor. Difficult to access businesses, especially for people with disabilities
- Bus stops too far apart, especially for walkers or wheelchair users
 - SR99 north of Ashland area in particular
- More efficient service for Valley Lift patrons; follows existing service route; takes one hour to get to OLLI classes from nearby locations
- Give transit red-light override capability
- Affordable housing creates transportation needs

Additional Service Routes

- Residential circulator
 - Include hilly areas such as those above library, downtown
- E. Main Street area needs service to provide access to
 - Science Works
 - Farmers Market
 - City Council chambers: public meetings
- Ashland needs an electric shuttle/trolley
 - Could connect downtown to remote parking
 - “Off Bardway” trolley route to connect Jackson Wellsprings, the hospital, downtown, Mountain Meadows and points south.

Transit Vehicles

- Electric shuttle/trolley
- Renewable energy vehicles
- Replace existing buses with electric buses on in-town routes
- Buses don’t have to all be large; use right size for the task

- Get rid of diesel buses, including school buses
- Consider combining school bus and city bus service
- Better regulation of bus temperatures in passenger area; currently overheated in winter and over cooled in summer, which wastes fuel and makes passengers uncomfortable

Other Public Transportation

- Carpooling assisted by social media and/or apps
- Co-op car sharing: joint, shared ownership
- Self-drive cars
- Uber, Lyft ride services
- Handicap scooter rentals for visitors
- Encourage riding school bus instead of driving
- Encourage fleet of small electric jitneys to ferry people Butler Ford to Ashland Hills - I-5

BICYCLE/PEDESTRIAN TRANSPORTATION SYSTEM

Pedestrian facilities were discussed in conjunction with transit and accessibility issues. One group stated facilities need to be age friendly because 56.5% of Ashlanders are over 50. Groups also noted many areas in Ashland lack Americans with Disabilities (ADA) compatible facilities.

Intersections

- Intersections dark and unsafe
- Potholes in crosswalk area create problems
- Misplaced ramps, curb cuts at crosswalks
- No marked crosswalks on N. Main
- Need more curb cuts
- Improve wheelchair ramps
- Need more audible signals
- Tolman Creek at Siskiyou Blvd: need marked crossings on north end of intersection so visually impaired pedestrians do not have to cross 3 streets.
- Provide bike boxes
- Provide signs and education for SOU crosswalks

Railroad Crossings

- Wheelchairs, strollers get stuck in poor crossings
- Too few places to cross tracks legally, even as a pedestrian
- Provide crossing at 4th street, either pedestrians/bikes only, or also vehicles
- Oak and N. Mountain crossing

Sidewalks

- Sidewalks dangerous: uneven and broken
 - Downtown
 - Other areas
 - Especially difficult for users of wheelchairs
- No sidewalks on Wimer: lower speed limit
- Bushes block sidewalks

- Map sidewalk gaps; repair and complete sidewalk network
- Can be very difficult for disabled person to get from car to business when facilities are lacking
- Educate bicyclists not to ride on sidewalk
- Lithia Park edges and transitions too big

In-street bike lanes

- Connect downtown from Plaza to library
- Implement downtown sharrow plan from Helman to library
- Provide bike boxes at intersections
- Improve bicycle signage and marking for bike safety
- Improve bicycle infrastructure all over City
- Safe access to plaza from southeast: bike lane across Main at Oak, then on Oak adjacent to sidewalk
- Implement plan presented to Down Parking and Circulation Committee

Multi-use bike/ped off-road paths/trails

- Implement bike pedestrian connectivity plan
- Continue Central Bike Path past 4th Street
- Continue Bear Creek Greenway
- Be aware of Trails Master Plan

Construction Sites

- Reconstruction damages streets and creates issues for those with mobility impairments
- Obstructions and poor site control create safety issues
- Visually impaired people need tactile hazard barriers; tape does not help
- Passage thru site needs to be free of equipment, holes or other hazards
- Training needed

Lighting

- Improve street lighting for bike/ped visibility
 - Especially Siskiyou Blvd from Walker to Tolman Creek, north side of street
 - Inadequate crosswalk lighting at Siskiyou and Harmony
- Light Central Bike Path and Bear Creek Trail

Behavioral Issues

- Low number of bicycle commuters
- Perceived lack of bicycle safety
- Lots of bicyclists violating laws
- Safety issues for pedestrians and bicyclists
- Educate walkers and bicyclists re light/neon clothing
- Signs in school drop off zones to discourage poor behavior

STREETS

- Install roundabout at Oak Knoll/East Main
- Pave dirt intersections to reduce dust
 - Upper Alta

- Almond-Manzanita/Pine
- Speed limits
 - Enforce
 - Lower to 20 mph in neighborhoods
 - Blinking yellow light and pedestrian zone signs downtown
- CAB Flooding at Mountain Avenue
- Hersey Street needs signal at Oak
- Median landscaping creates visual obstructions
- Road diet is a great success
- Fewer cars downtown
- Install sheer wall at N. Mountain/I-5 bridge for earthquake protection
- Blinking light at Van Ness
- E. Nevada Street area
 - Verde Village created more traffic and safety issues
 - Speed bumps on E. Nevada to dog park
 - Speeds too high near Helman School
 - Traffic calming E. Nevada to Laurel by Verde Village; increased traffic an issue
- Fair Oaks and Mountain: sight lines for vehicles
- A St. can only handle 1 lane of traffic and no more parking; limit development uses
- Slower speeds downtown
- Merge sign for top lane south bound on Ashland St. at 1-5
- Car-free downtown; too crowded now
- Big trucks unloading downtown create problems
- Close streets more often for events like First Friday
- Address difficulty turning either way onto N Main St from W Hersey/Wimer
- Speeding on E Hersey between Oak St and N Mountain Ave creates access difficulties
- Install speed control devices on E Hersey between Oak St and N Mountain Ave.

PARKING

- Implement Downtown Parking Plan
- Charge for parking via Smart Phones
 - Require paid parking downtown
- Make curbside parking flex zones that allow different uses at different times of day
- Provide parking ticket appeal process
- Southern Oregon University/City parking collaboration
- Provide reserve parking chargers for hybrids/electric cars
- Provide off site parking with shuttle service
- Modify or eliminate strict parking space rules for the “small houses”
- Need more bicycle parking downtown
- Community plan for parking
- Park and Ride

FUNDING

- Focus on real long term costs by considering environmental and health impacts
- Money priorities:
 - Short term: electric transportation, security
 - Long term: health, environmental (pollution)
- Require paid parking
- Resources should be aimed at promoting more non-motorized transportation
- Would like some ODOT tax revenues for local use
 - California has 1/4% gas tax dedicated to community transit
- Volkswagon Settlement funds could be used for transit
- T.O.T.

ADMINISTRATION

- Identify city contact for transportation issues and coordination
- Process for residents to communicate safety issues
- SOU Capstone project instead of consultant
- Use best management practices
- No response from Planning Dept. for sidewalk problems in build.
- Coordinate communication: Public Works, Planning, Transportation Commission
- Improve interaction between Planning and Transportation Commissions
- Climate Energy Action Plan guiding vision for transportation decisions
 - Reduce green house gases
 - Awareness of Climate Action Committee (CEAP)
 - Transportation Commission liaison on CEAP Ad Hoc Committee
- Safe Routes to School
- Need bicycle subcommittee
- We plan, but don't implement
- Make it easier to ask for traffic counts, speeds
- Use forward looking transportation strategies
 - What works for other cities our size and characteristics?
 - Respond to changing technology in autos and mass transit
- Establish Commission on Aging
- Communication concerns regarding safe streets, code enforcement
 - Code enforcement officer
- Plan 20 Minute Villages: shops and services within walking distance
- Modal inequity: car centric
- Safe Routes to School Program

Questions posed by participants

- What is the utility bill street usage fee for?
- Why does it take so long to fix streets?
- Where does our money go?
- How are all the studies and data used?

Memo

CITY OF
ASHLAND

Date: March 7, 2018
From: Scott A. Fleury
To: Transportation Commission
RE: ODOT ARTS Grants

BACKGROUND:

City staff recently attending a kickoff meeting hosted by the Oregon Department of Transportation for their All Roads Safety Program (ARTS).

The All Roads Transportation Safety Program is designed to address safety needs on all public roads in Oregon. Only by collaborating with local road jurisdictions can the Oregon Department of Transportation expect to:

- Increase awareness of safety on all roads.
- Promote best practices for infrastructure safety.
- Compliment behavioral safety efforts.
- Focus limited resources to reduce fatal and serious injury crashes in the state of Oregon.

There will be over \$4.6 million dollars each year for the 2022-2024 cycle.

The ARTS program is broken into two approaches, systemic and hot spot.

Systemic:

The systemic approach identifies a few proven low-cost measures to implement widely, then put those measures into effect where there is evidence that they would be most useful.

The systemic measures have been proven to successfully reduce the occurrence of fatal and serious injury crashes. The process for systemic projects is an application-based process. Local agencies and ODOT regions submit applications for systemic projects in three focus areas: Projects are prioritized based on benefit cost ratio for roadway departure and intersections projects, and cost-effectiveness index for pedestrian/bicycle projects.

Hot Spot:

The traditional approach to safety is to identify “hotspot” locations where a high concentration of crashes occur, and then identify and implement measures to reduce the number of crashes occurring at that location.

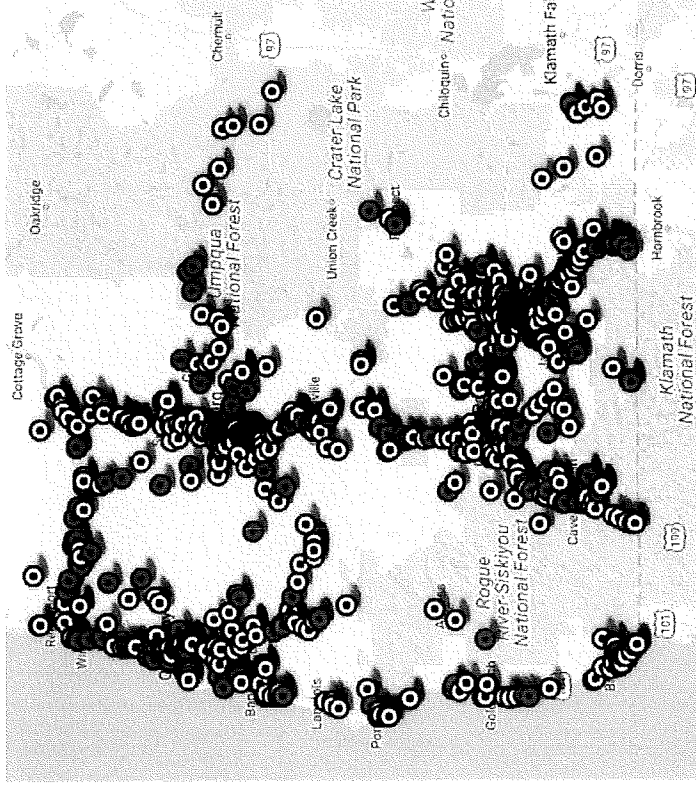
ODOT typically uses the Safety Priority Index System to identify potential hotspot problems on the state highway system. SPIS is a flagging tool that compares the number of crashes on the entire roadway network across Oregon, including city streets, county roads and state highways. It generates two annual reports -- on-state highway and off-state highway -- listing public roadway segments with a calculated SPIS score. The SPIS score is based on crash rate, frequency and severity over the prior three calendar years. The higher the SPIS score, the higher

the potential safety need for the identified roadway segment. SPIS can be used to identify roadway segments that can benefit from potential safety improvements.

CONCLUSION:

Staff and our consultant traffic engineer are looking for potential grant options associated with the ARTS program and will take input from the Transportation Commission on grant options. Staff will generate a proposed list of potential grant projects and bring back to the group for discussion.

ODOT ARTS Project Selection



Local Agency Kick-Off Meeting

ARTS Overview, Schedule, Project Examples

March 1, 2018

Today's Discussion

- Overview of the ARTS Program
- Project Schedule and Application Deadlines
- How Can DKS Help You?
- Resources
- Examples
 - Diagnosis & Countermeasure Selection
 - Benefit-Cost Calculations
 - Previous Project Applications

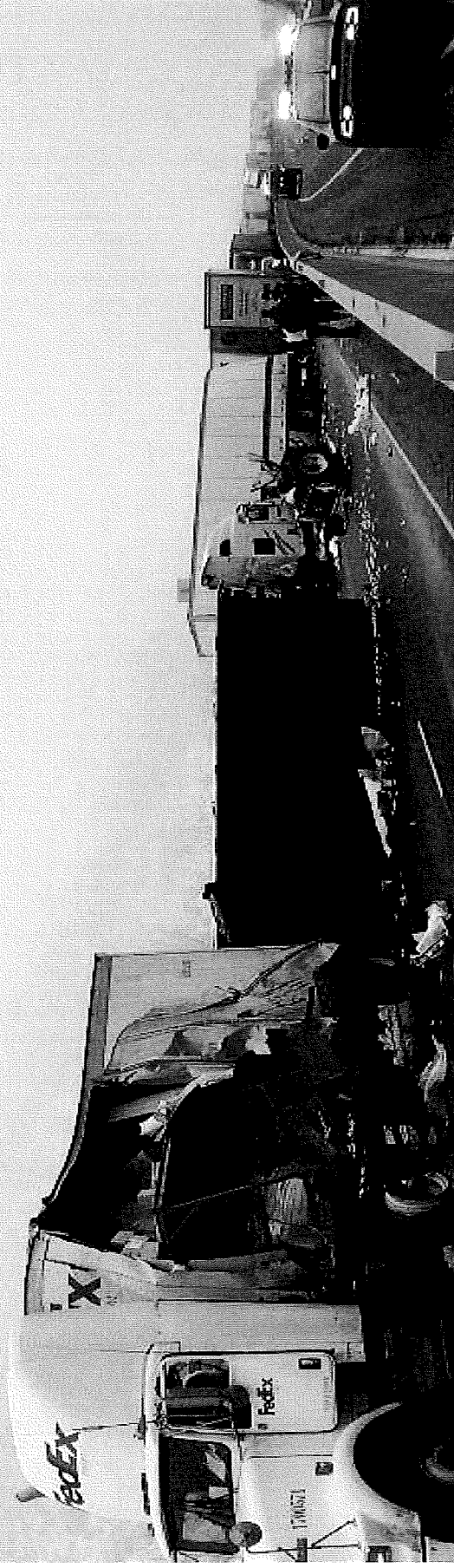
DKS

ARTS 2022-2024

Program
Background

Timelines
and Funding

'17-'21 vs.
'22-'24
Program
Differences



HSIP was traditionally only spent on State Highways, but 50% of our Fatal and Serious Injury crashes occur on local agency roads

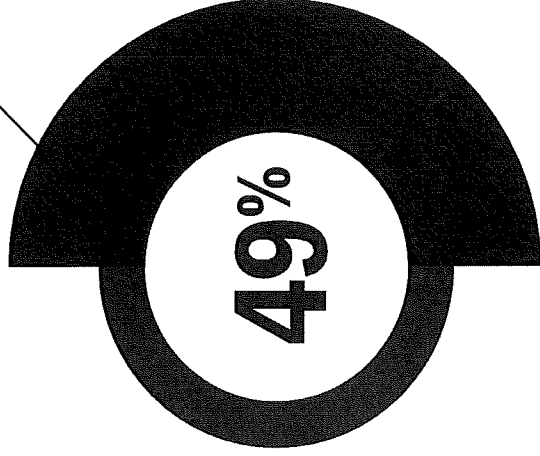
HSIP Program Principles

- Goal is to reduce fatalities and serious injuries
- Emphasizes spending on all public roads
- Requires Performance-Based Measures (States set Targets)
 - Fatal and serious injury crashes per VMT
 - Number of fatalities and serious injuries
- Maintains emphasis on data-driven approach

Statewide

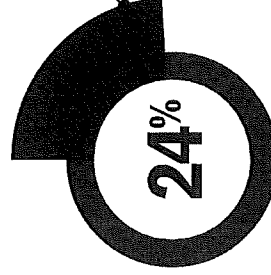
State Highways

- 954 fatalities and serious injuries per year;
- 8,000 miles



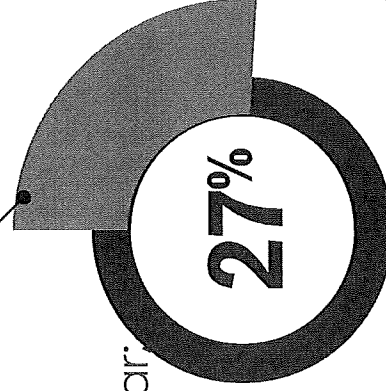
County Roads

- 454 fatalities and serious injuries per year;
- 26,000 miles



City Streets

- 518 fatalities and serious injuries per year;
- 10,000 miles



Based on 2011-2015 data

ARTS Program Principles

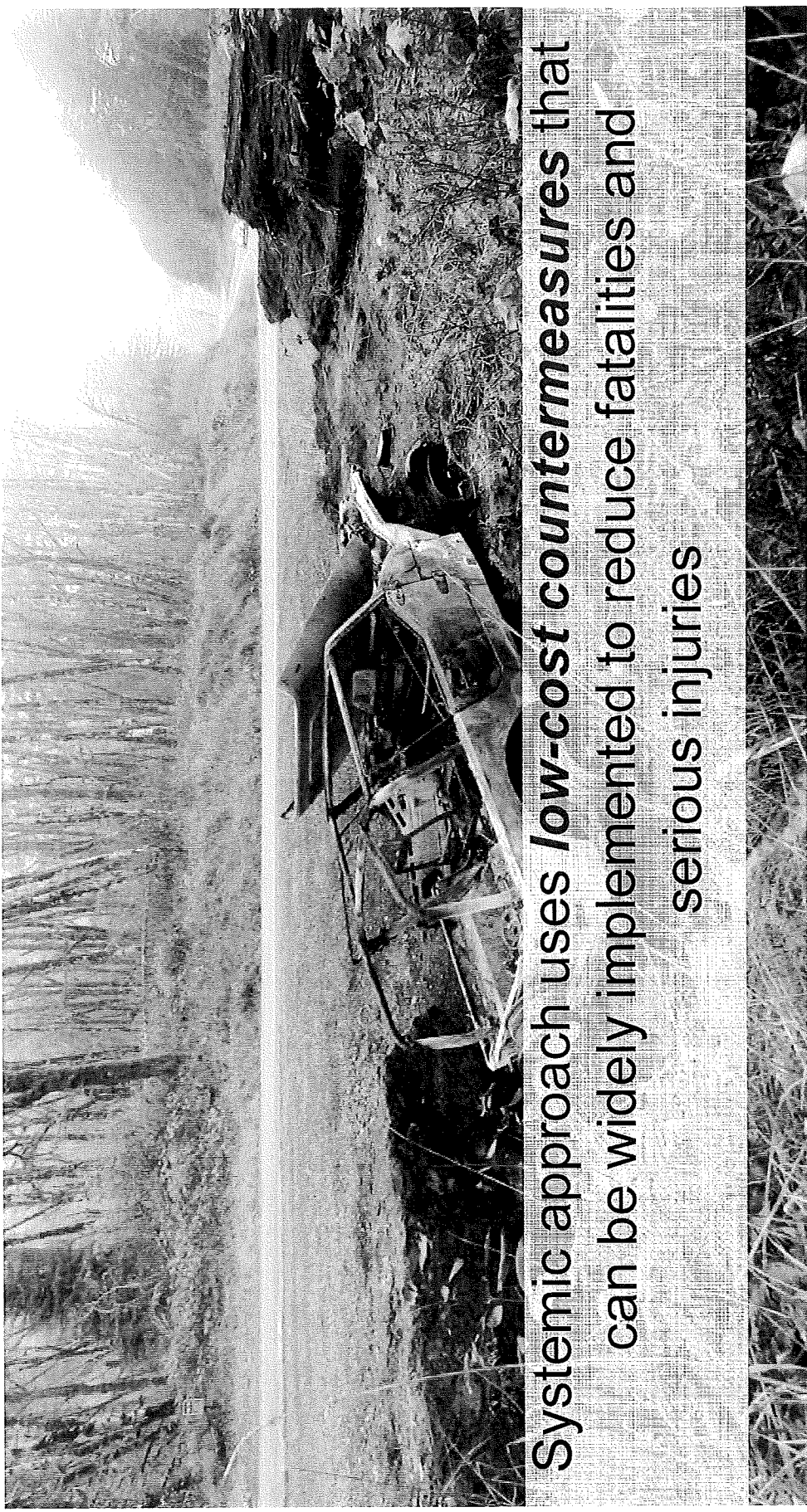
- Reduce fatalities and serious injuries
- Address safety on all public roads
- Data-driven and blind to jurisdiction
- Overseen by ODOT Regions
- Allocated to each ODOT Region based on fatalities and serious injuries
- Engage local agencies in the project selection process

DKS

Hot Spot



Targets locations with histories of fatal and serious injury
crashes

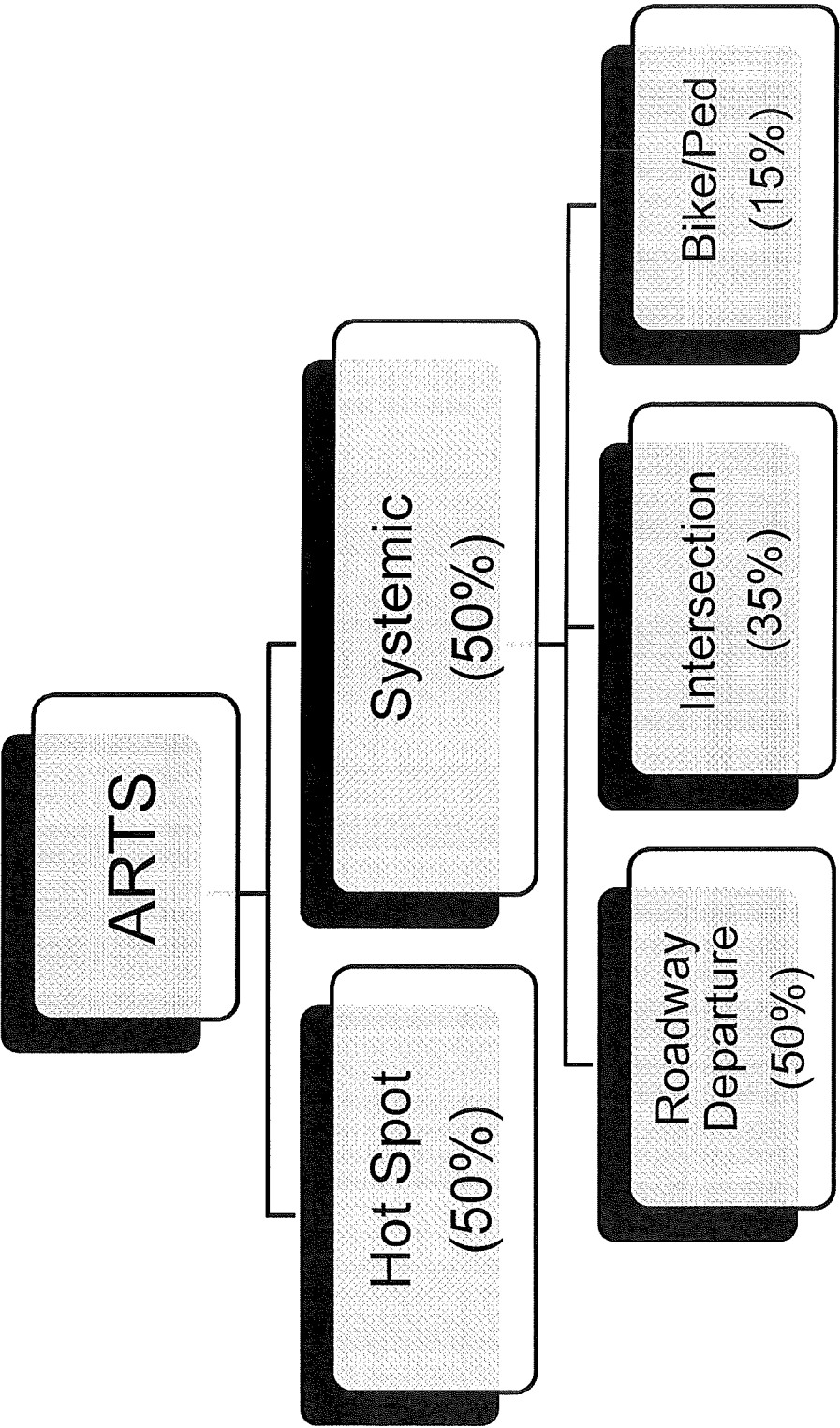


Systemic approach uses *low-cost countermeasures* that
can be widely implemented to reduce fatalities and
serious injuries

ARTS Application Criteria

- Each application must treat at least one fatal or severe injury crash
- 2011-2015 Crash Data
- Project ranking and selection based on cost effectiveness (benefit-cost ratio)

Funding Goals



Anticipated ARTS Federal Funding

2022-2024 STIP – Region 3

Approx.
\$4.6M per
year
for 3 years

Final funding
determined in
Nov/Dec by
OTC

Region 3:
16% of total
funding

What's Different?

'17-'21 ARTS vs. '22-'24 ARTS

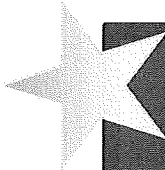
- Simplified applications for both hot spot and systemic projects (previously just systemic)
- Consultant available to help local agencies select and apply for projects (previously consultant only developed potential project lists)
- Updated and additional countermeasure crash reduction factors





Anticipated ARTS Timeline

2022-2024 STIP



Jan. – March
2018
Outreach to
Local Agencies

March 15th –
May 15th 2018
Application
Submittals

May – July
2018
Project
Selection

Project Applications

- Submission Window: March 15 - May 15
 - Website coming soon!
- Application Materials
 - Application Form*
 - Benefit-Cost or Cost Effectiveness Index Worksheet*
 - Aerial Vicinity/Location Map*
 - Crash Data Report(s)*
 - Traffic Analysis*
 - Conceptual Layout or Drawing
 - Field Scope Verification
 - Collision Diagrams

SEE HANDOUT

How Can DKS Help You?

- **Preliminary & Supplemental Data Analysis**

- **Fatal & Severe Injury Crash Summaries**

- Hot spot & systemic

- Supplemental Crash Investigation

- Locations not identified as hot spot or systemic

SEE HANDOUT

- **Project Application Assistance**

- **Diagnosis and Countermeasure Selection**

- **Benefit-Cost Analysis**

- **Target of 2 applications per agency (cap of 25 total)**

Safety Analysis Resources

- Crash Database
- TransGIS
 - Crash Data
 - SPIS
- OASIS Tool
- Countermeasure CRF List

ODOT ARTS Website


[http://www.oregon.gov/
ODOT/Engineering/Pag
es/ARTS.aspx](http://www.oregon.gov/ODOT/Engineering/Pages/ARTS.aspx)







Safety Analysis Resources


■ Crash Database

<https://zigzag.odot.state.or.us>




Oregon Department of Transportation






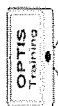
Crash Data System
Click here for access to CDS
Please note, this application does not work with Firefox




ECM - FileNet 5.2
Click to Start FileNet 5.2




ODOT Project Tracking




OPTIS (Train)—Oregon Public Transit Info System
Click to access the OPTIS Training site



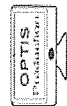
SPEED ZONE AHEAD
Click here to begin Speed Zone Orders




Digital Video Log
Click for access to Digital Video Log
This will only allow access to Digital Video Log. There may be other links displayed on the page which are not part of DVL, those will not be functional.




ODOT Owned Properties
Click here to access ODOT Owned Properties
This application will become obsolete in the future. If you have questions or concerns please contact Right of Way Property Management at phone 503-985-3600



OPTIS (Prod) — Oregon Public Transit Info System
Click to access the live OPTIS Production site



Pontis Reporting



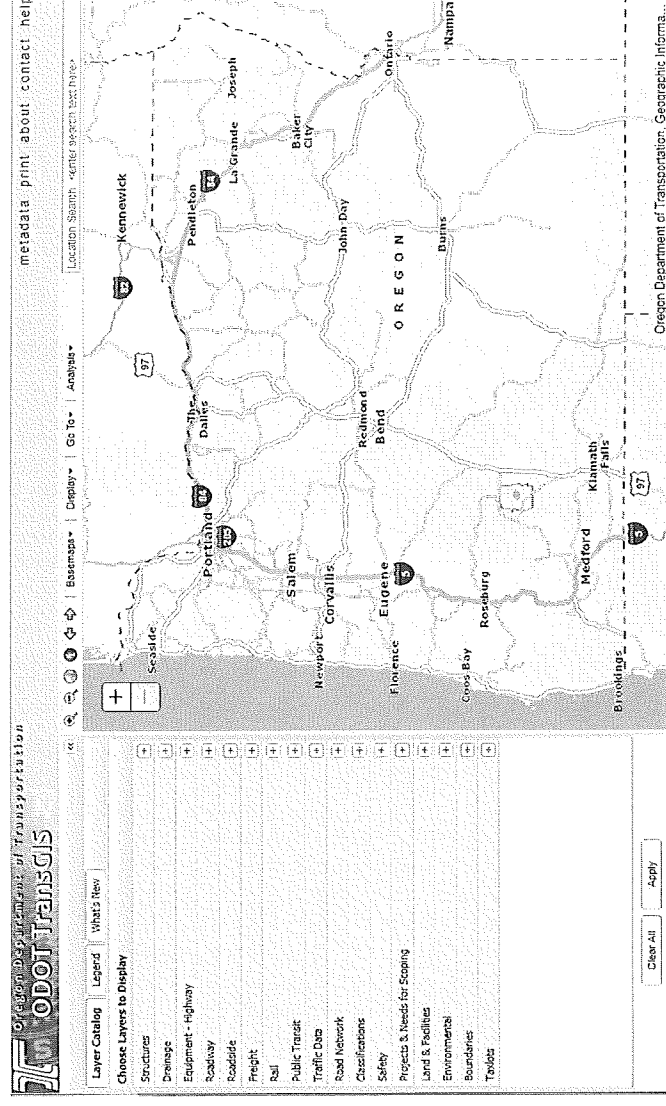
TPOD Transportation Planning Online Database
Click here for access to TPOD

Sort by: Name

Safety Analysis Resources

- TransGIS (layered mapping tool)
 - Crash Data
 - SPIS


<https://gis.odot.state.or.us/transgis/>



Safety Analysis Resources

- OASIS Tool
- Screening Tool
- Customized “SPIS-like” Evaluations

<https://sahara.odot.state.or.us/oasisapp/>

Oregon Adjustable Safety Index System Tool 

Preview Data | Reset Defaults | Show All | Hide All | Links | Help

* = Required Input * = Missing required input

General Settings

☐ Crash Years

☒ 2013 - 2015

☐ 2011 - 2015

☐ Segment Length

☐ 0.10 mile

☒ 0.50 mile

☐ 1.00 mile

☐ 2.00 miles

☐ 5.00 miles

☐ Segment Qualifier

☐ 1 Crash

☐ 2 Crashes

☐ 3 Crashes

☒ 1 Fatal or 1 Severity A Crash

☐ 1 Fatal or 3 Crashes

☐ 1 Fatal or 1 Severity A or 3 Crashes

☐ Jurisdiction *

☐ On-State Roadways

☒ Off-State Roadways

Select up to 3 counties. 3 currently selected.

☐ Baker

☐ Clackamas

☐ Clatsop

☒ Columbia

☐ Crook

☒ Curry

☐ Deschutes

☐ Douglas

☐ Benton

Crash Conditions

☐ Collision Type *

☒ Weather Condition *

☐ Light Condition *

☐ Road Surface Condition *

☐ Special Conditions

Choose special conditions ... [show more](#)

☐ Work Zone Involved

☐ Speed Involved

☐ Alcohol or Drugs Involved

☒ Bike Involved *

☒ Include

☐ Exclude

☐ Pedestrian Involved

☐ Truck Involved

☐ Deer or Elk Involved

☐ Cell Phone Involved

☐ Intersection Involved

☐ Roadway Departure Involved

☐ Curved Involved

☐ Signalized Involved

[Check All](#) [Uncheck All](#)

OASIS Score Equations

The OASIS Score is the summation ... [show](#)

☒ Crash Frequency Indicator

☒ Crash Rate Indicator

☒ Crash Severity Indicator

☒ Crash Severity Rate Indicator

Safety Analysis Resources

SEE HANDOUT

Countermeasure CRF List

On main ARTS website

A	C	D	E	F	G	H	I	J	K	L	M	P
General Notes:			All Injury = Fatal, A, B & C	Orange = Special Condition, CRF	Yellow = Not a traditional CRF value							
Systemic or Hotspot	Countermeasure Number	Countermeasure	Crash Type	Injury, PDO or All	Service Life (Years)	Existing Intersection Traffic Control	Urban or Rural	CRF %	Range of CRF	Who's CRF?	CRF Justification	ADA Trigger
Hotspot	H1	Median U-Turn Intersection Treatment	All	All Injury	20	Signal or Non Signal	Either	30	30%	Synthesis of the Median U-Turn Intersection Treatment [FHWA/HRT-07-033]	3rd	Likely
Hotspot	H2	Right Turn Lane on Single Major Road Approach: Unsignalized Intersection (3- or 4-leg)	All	All	20	Non Signal	Either	14	14 - 28%	HSM	1st	Likely
	H3	Right Turn Lane on Both Major Road Approaches: Unsignalized Intersection (3- or 4-leg)	All	All	20	Non Signal	Either	26	14 - 28%			
Hotspot	H4	Right Turn Lane on Single Major Road Approaches: Signalized Intersection (3- or 4-leg)	All	All	20	Signal	Either	4	4 - 9%	HSM	1st	Likely
	H5	Right Turn Lane on Both Major Road Approaches: Signalized Intersection (3- or 4-leg)	All	All	20	Signal	Either	8	4 - 9%			
Hotspot	H6	Channelized Right Turn Lane with Raised Median	All	All Injury	20	Signal or Non Signal	Either	35	25 - 50%	2007 Desktop Reference	3rd	Likely
Hotspot	H7	Left Turn Lane on Single Major Road Approach: Urban, Unsignalized Intersection (3-leg)	All	All	20	Non Signal	Urban	33	33 - 55%	HSM	1st	Likely
	H8	Left Turn Lane on Both Major Road Approaches: Urban, Unsignalized Intersection (4-leg)	All	All	20	Non Signal	Urban	47	47 - 58%			Likely
	H9	Left Turn Lane on Single Major Road Approach: Rural, Unsignalized Intersection (3-leg)	All	All	20	Non Signal	Rural	44	33 - 55%			
	H10	Left Turn Lane on Both Major Road Approaches: Rural, Unsignalized Intersection (4-leg)	All	All	20	Non Signal	Rural	48	47 - 58%			
Hotspot	H11	Left Turn Lane on Single Major Road Approach: Urban, Signalized Intersection (3-leg)	All	All	20	Signal	Urban	7	7 - 15%	HSM	1st	Likely
	H12	Left Turn Lane on Both Major Road Approaches: Urban, Signalized Intersection (4-leg)	All	All	20	Signal	Urban	19	17 - 48%			Likely
	H13	Left Turn Lane on Single Major Road Approach: Rural, Signalized Intersection (3-leg)	All	All	20	Signal	Rural	15	7 - 15%			Likely

- Diagnosis & Countermeasure Selection
- 1. Identify Crash Patterns
 - Type (ie: rear-end, pedestrian, fixed object, etc.)
 - Location (ie: intersection, curve, segment, etc.)
 - Time of Day/Weather (ie: dark, icy, etc.)
 - Contributing Factors (ie: DUI, speed, failure to yield, etc.)

Examples

■ Diagnosis & Countermeasure Selection

1. Identify Crash Patterns

	Total Crashes	Fatal	Severe Injury	Pedestrian	Intersection	Bicycle	Roadway Departure
Roseburg							
AIRPORT RD	37	0	1	1	35	2	0
DOGWOOD ST	8	0	1	1	8	0	0
EDENBOWER BLVD	50	0	1	0	26	0	1
GARDEN VALLEY BLVD	295	1	2	2	167	3	5
HARVARD AVE	81	0	1	2	53	4	5
JACKSON ST	3	0	1	0	3	1	0
LOOKINGGLASS RD	2	1	1	1	1	0	0
MAIN ST	7	0	1	0	6	0	2
MERCY DR	25	3	1	0	25	0	1
MULHOLLAND DR	9	0	1	0	7	0	0
NEWTON CREEK RD	6	1	0	0	6	0	0
STEPHENS ST	142	0	4	4	80	3	3
STEWART PKY	105	0	2	2	52	2	8



Examples

■ Diagnosis & Countermeasure Selection

1. Identify Crash Patterns

Crash ID	County	City	Street Name	Nearest Intersecting Street	Distance from Nearest Intersection	Direction from Nearest Intersection	Crash Type	Collision Type	Traffic Control
1400904	Douglas	Roseburg	STEWART PKY	GARDEN VALLEY BLVD	500	NE	O-1TURN	TURN	L-GRN-SIG
1423124	Douglas	Roseburg	STEPHENS ST	HEWITT AVE	300	S	PED	PED	NONE
1439588	Douglas	Roseburg	MERCY DR	STEWART PKY	0	NE	FIX OBJ	FIX	TRF SIGNAL
1448669	Douglas	Roseburg	MAIN ST	SANFORD AVE	0	CN	ANGL-OTH	TURN	STOP SIGN
1500328	Douglas	Roseburg	KLINE ST	VALLEY VIEW DR	0	NE	S-1STOP	REAR	STOP SIGN
1489270	Douglas	Roseburg	GARDEN VALLEY BLVD	DOGWOOD ST	100	SE	PED	PED	NONE
1498472	Douglas	Roseburg	EDENBOWER BLVD	SWEETBRIAR AVE	0	S	S-1STOP	REAR	UNKNOWN
1497653	Douglas	Roseburg	STEPHENS ST	CHESTNUT AVE	100	SE	S-1STOP	REAR	UNKNOWN
1475662	Douglas	Roseburg	MERCY DR	STEWART PKY	0	CN	O-1TURN	TURN	TRF SIGNAL
1498217	Douglas	Roseburg	MERCY DR	STEWART PKY	0	CN	O-1TURN	TURN	UNKNOWN
1498483	Douglas	Roseburg	AIRPORT RD	GARDEN VALLEY BLVD	300	N	PED	PED	UNKNOWN
1509972	Douglas	Roseburg	DOGWOOD ST	GARDEN VALLEY BLVD	0	CN	ANGL-OTH	TURN	TRF SIGNAL
1518028	Douglas	Roseburg	STEWART PKY	MERCY DR	200	NE	PED	PED	UNKNOWN
1522568	Douglas	Roseburg	HARVARD AVE	STANTON DR	0	S	BIKE	TURN	STOP SIGN
1538227	Douglas	Roseburg	LOOKINGGLASS RD	NORMANDY CT	100	SW	PED	PED	UNKNOWN
1538731	Douglas	Roseburg	STEPHENS ST	DIXON AVE	50	NW	ANIMAL	OTH	UNKNOWN
1544568	Douglas	Roseburg	GARDEN VALLEY BLVD	STEWART PKY	0	CN	ANGL-OTH	ANGL	TRF SIGNAL
1544576	Douglas	Roseburg	DELRIDGE AVE	TROOST ST	0	W	NON-COLL	NCOL	STOP SIGN
1556101	Douglas	Roseburg	HARVARD AVE	FIR ST	50	NE	S-1STOP	REAR	NONE
1563149	Douglas	Roseburg	STEPHENS ST	MOBRIDGE AVE	50	S	S-1STOP	REAR	BUS STPSGN
1576933	Douglas	Roseburg	AIRPORT RD	STEWART PKY	0	N	S-1STOP	REAR	TRF SIGNAL
1581547	Douglas	Roseburg	STEPHENS ST	NB WINCHESTER ST	300	SE	FIX OBJ	FIX	UNKNOWN
1587021	Douglas	Roseburg	STEWART PKY	HARVEY AVE	920	N	O-STRGHT	HEAD	NONE
1587049	Douglas	Roseburg	HARVARD AVE	UNPQUA ST	350	E	S-1STOP	REAR	UNKNOWN
1592243	Douglas	Roseburg	AVIATION DR	STEWART PKY	0	CN	O-1TURN	TURN	TRF SIGNAL
1599501	Douglas	Roseburg	STEPHENS ST	DIXON AVE	100	SE	S-1STOP	REAR	BUS STPSGN
1592474	Douglas	Roseburg	MERCY DR	STEWART PKY	0	CN	O-1 L-TURN	TURN	L-TURN REF
1609032	Douglas	Roseburg	MOORE AVE	KLINE ST	415	N	FIX OBJ	FIX	UNKNOWN
1609994	Douglas	Roseburg	GARDEN VALLEY BLVD	SB EX GARDEN VLY C4	275	NW	S-1STOP	REAR	UNKNOWN
1610150	Douglas	Roseburg	MULHOLLAND DR	STEWART PKY	0	CN	O-1 L-TURN	TURN	TRF SIGNAL
1610936	Douglas	Roseburg	STEPHENS ST	ROSELAND AVE	285	S	BIKE	TURN	NONE
1611729	Douglas	Roseburg	JACKSON ST	MOSHER AVE	0	CN	BIKE	ANGL	NONE
1612620	Douglas	Roseburg	LOOKINGGLASS RD	W CHATEAU ST	95	NE	S-1STOP	REAR	UNKNOWN
1614376	Douglas	Roseburg	NEWTON CREEK RD	STEPHENS ST	0	CN	ANGL-OTH	TURN	TRF SIGNAL

Examples

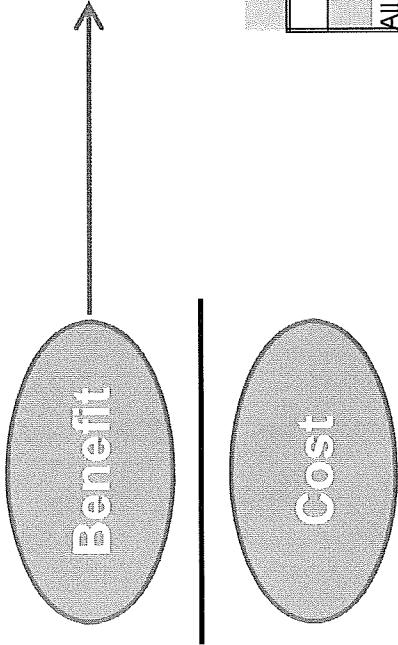
- **Diagnosis & Countermeasure Selection**
 1. **Identify Crash Patterns**
 - Focus: Rear-end crashes at intersections
 - 69% occurred at signalized intersections
 - 74% occurred during clear, dry, daylight conditions
 - 78% were related to following too closely
 2. **Identify Potential Issues**
 - No weather/lighting patterns
 - Unexpected stops/queues
 - Signal timing, signal visibility

- Diagnosis & Countermeasure Selection
- 3. Identify Potential Countermeasures
 - CRF List
 - Improve signal hardware
 - Install adaptive signal timing
 - Install advanced dilemma zone protection
 - Install advanced warning systems
 - Install turn lanes
- 4. Review Field Conditions and Select Best Countermeasures

Examples

■ Benefit-Cost Calculations

- Represents the expected reduction in crashes due to treatment
 - Expressed as monetary equivalent of crashes based on societal costs



Comprehensive Economic Value per Crash ^{2,3}			
Highway Type	Urban	Rural	
PDO			
All facilities	\$20,400	\$20,400	
Moderate (Injury B) and Minor (Injury C) Injury			
Interstate	\$72,400	\$83,800	
Other State Highway	\$74,600	\$85,800	
Off System	\$76,300	\$87,700	
Fatal and Severe (Injury A) Injury			
Interstate	\$1,140,000	\$2,010,000	
Other State Highway	\$1,210,000	\$1,850,000	
Off System	\$940,000	\$1,870,000	

Examples

■ Benefit-Cost Calculations

Benefit

Cost

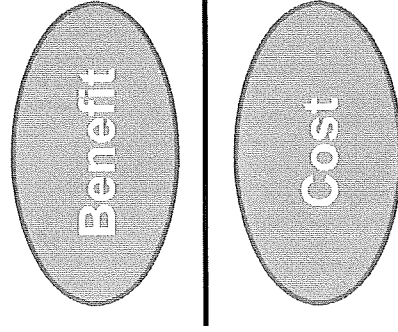
**Annual Benefit = (# crashes per year) x
(associated economic values) x (CRF)**

Important Notes:

- Some CRFs have specific target crash types or severity levels (ie: pedestrian improvements will only reduce pedestrian crashes)
- If applying multiple countermeasures, must run B/C calcs for each target crash type

Examples

■ Benefit-Cost Calculations



- Annualized cost of treatment, including:
 - Construction costs
 - Maintenance/Operating costs
- Net present worth of all costs over the service life of the treatment

Examples

■ Benefit-Cost Calculations

Benefit

—

Cost

ODOT BC Form does the hard work!

- Available on the ARTS Website

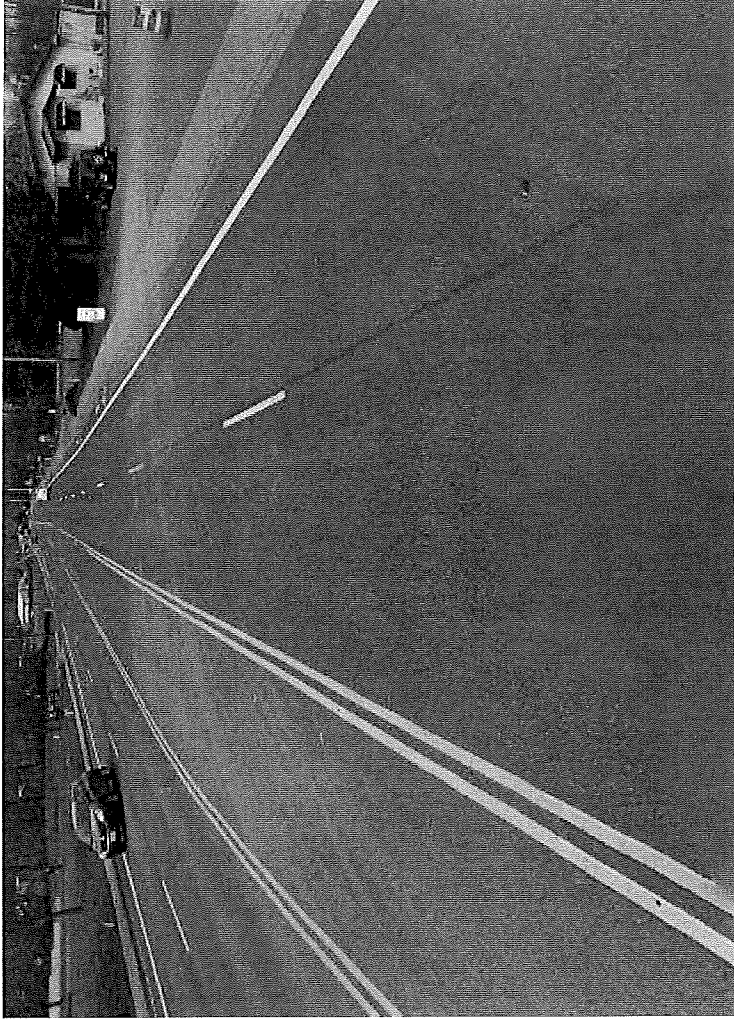
SEE HANDOUT

Important Note:

- Bicycle/Pedestrian projects use Cost Effectiveness Index instead of Benefit-Cost Ratio

Examples

- Systemic Project Application
 - Road Diet on Valley View Rd in Talent



Examples

- **Systemic Project Application**
 - Road Diet on Valley View Rd in Talent
 - **Safety Issues:**
 - Bicycle/pedestrian crashes
 - **Project Scope:**
 - Road Diet (4 lane to 3 lane)
 - Buffered Bike Lanes
- **Cost Effectiveness Index: \$451,400/crash**

SEE HANDOUT

Examples

- Hot Spot Project Application
 - Azalea Drive/Robertson Bridge Rd intersection improvements



Examples

- Hot Spot Project Application
 - Azalea Drive/Robertson Bridge Rd intersection improvements
 - **Safety Issues:**
 - Turning/angle crashes, failure to yield
- **Project Scope:**
 - Improve Sight Distance
 - Improve Intersection Warning
 - Install Actuated Beacons
- **Benefit-Cost Ratio: 6.09**

SEE HANDOUT

Questions & Comments

■ Project Team

■ Jered Carpenter, ODOT Region 3

jered.carpenter@odot.state.or.us

■ Scott Mansur & Lacy Brown, DKS Associates

smm@dksassociates.com

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douglas.w.bish@odot.state.or.us

christina.a.mcdaniel-wilson@odot.state.or.us

CITY OF ASHLAND

Transportation Commission **Action Item List**

February 22, 2018

Action Items:

1. Super Sharrow analysis for downtown
 - a. Commission motion-Council/Downtown Committee support the urgent implementation
 - i. Follow up-Council at the August 1, 2016 study session voiced support for the super sharrow concept and forwarded to the Downtown for review and analysis.

Meeting Minutes:

Mr. Faught explained the Transportation Commission was working on a potential shuttle program as an alternative mode from a transit standpoint and thought the Transportation Commission should continue working on the transportation piece. Council supported the super sharrow project for the interim and wanted the Committee to review the proposal then disband. The remaining charges for the Committee would go into the broader context of urban design. Council also wanted the Transportation Commission to continue researching the trolley or shuttle component and public transportation in general. Council would look into the urban design study for the downtown after the election and form a new committee then.

- b. Staff in process of developing solicitation document in order to perform engineering review, recommendations and design of a super sharrow project for the downtown corridor. Scoping will include super sharrow location and truck parking along with public meetings and coordination with ODOT.
- c. Kittleson & Associates has been tasked with performing feasibility analysis with respect to installation of a super sharrow through the downtown corridor. Once the technical memorandum is complete results will be presented before TC.
- d. Kittleson has created a draft feasibility analysis and staff is reviewing
- e. Staff has requested FY18/19 biennium budget approval for funding a super sharrow striping project.
- f. The biennium budget including the super sharrow striping project has been adopted by the City Council.
- g. *Traffic Engineer analyzing signal timing adjustments and stop sign installation per Kittleson's recommendation.*
- h. *Federal Highway Administration (FHWA) is no longer permitting super-sharrows in the system.*

- c:\pub-wrks\eng\dept-admin\TRANSPORTATION COMMISSION\2018 Staff Memos\February 22\February 22, 2018 Action Item List.doc

- c. Staff discussed corner radii with ODOT. Staff to develop comprehensive map of corners for discussion with ODOT on physical improvements to reduce speed when leaving Siskiyou Blvd. (June/July 2017)
 - d. Speed/volume study complete, reference attached breakdowns that compare previous data to new data (same locations).
 - e. Commission to discuss comprehensive traffic calming policy and guidelines at future meetings.
 - f. Staff and Commission to develop comprehensive traffic calming program to be adopted by City Council. First discussion occurred at the October 2017 meeting. Follow up discussion to continue until final policy recommendation to City Council is developed.**
 - g. Staff meeting onsite with ODOT (September 2017)
 - h. Staff met with ODOT regarding intersections along Siskiyou Blvd. and support narrowing the intersections to curb speed when making right hand turn movements from Siskiyou. Staff to work with ODOT on future project to change radius's.**
5. Citizen request for intersection analysis of Morton/Euclid/Pennsylvania
- a. Traffic Engineer to review intersection for potential improvements.**
6. Siskiyou Blvd. and Sherman St. intersection issues
- a. Citizen reported potential hazard with length of intersection (Siskyou)
 - b. Staff forwarded information to Traffic Engineer for review and recommendations
 - c. Traffic Engineer working with ODOT on signal timing to increase "all red" phase to 2 seconds as an improvement. (June 2017)**
7. Iowa St. safety concerns (May 2017)
- a. Staff has conducted speed/volume studies on Iowa St. and Garfield St.
 - b. The speed trailer was placed onsite
 - c. Staff has contacted Traffic Engineer to perform corridor safety study, to include recommendations in bicycle lane/boulevard improvements, crosswalks, speed reduction treatments, 4-way stop improvements and signage. (June 2017) Traffic Engineer to scope project and begin specific traffic counts/turning movement analysis when school is back in session. Analysis will include walking audit of corridor with citizens, traffic engineer, staff and police.
 - d. Traffic Engineer has begun intersections counts and corridor review.
 - e. Staff has scheduled walking audit for November 7th at 3pm onsite with citizen group.
 - f. Walking audit occurred with residents. Consultant traffic engineer will generate complete**

site corridor and safety improvement analysis.

g. Draft report from Traffic Engineer to be submitted-

h. Staff has had follow up contact with citizen group updating them with project status.

8. Traffic Calming Policy Development

- a. Based on Citizen interaction with the Transportation Commission, Staff and the TC have developed an outline of a robust traffic calming program. This program relates to Citizen requests for calming such as at Bellview (reference item #4).
- b. Staff is developing a brochure/flowchart and refining traffic calming policy for a final review before the Transportation Commission before being taken before the City Council.
- c. *Draft brochure part of December 2017 packet for review. Draft to be discussed at subsequent meetings until a final is ready for Council approval.*

9. Siskiyou Blvd. and Tolman Creek Intersection Improvements (Bumpouts)

- a. *After the public hearing with respect to installation of a 4-way stop controlled intersection at Tolman Creek and Siskiyou Blvd, Commission members requested the analysis and possible construction of additional pedestrian improvements, namely curb bumpouts. Staff has done some informal work to date and as time allows will develop the project drawings and discuss with ODOT.*
- b. *Staff also working on improving the intersection for truck turn movements both onto Siskiyou (RH) and onto Tolman (LH).*

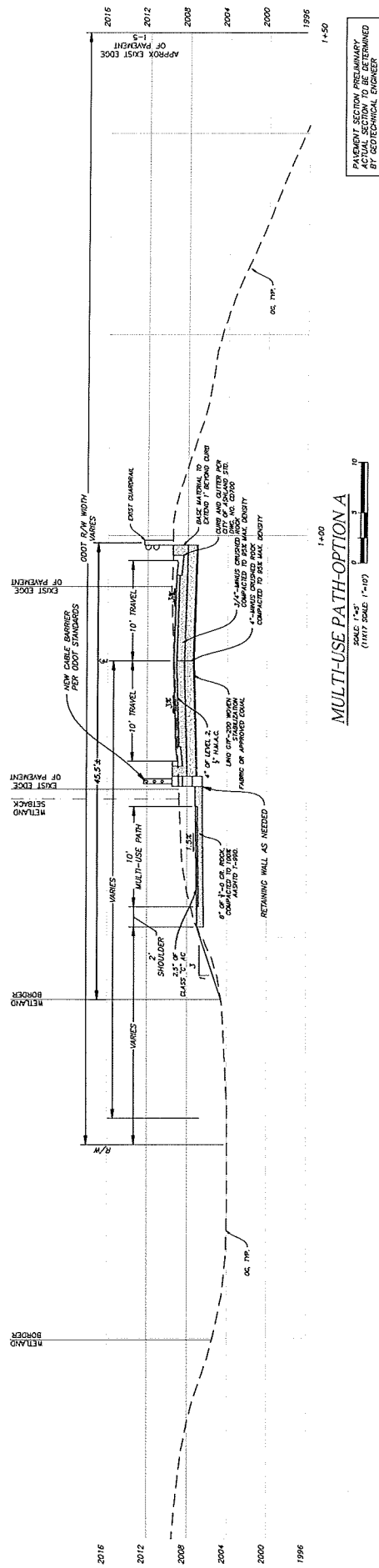
10. Transportation Commission Municipal Code Revision

- a. Director Brown has drafted an update to the existing Transportation Commission Municipal Code language (AMC 2.5x). The Commission reviewed and commented on draft language at the November 16, 2017 meeting.
- b. Staff will take final comments from Commission and create final draft for legal review.
- c. *January 25, 2018 meeting Commission approved final changes to code language.*
- d. *Staff to submit to legal for review and ordinance update.*

11. Crosswalk Policy Development

- a. *Staff is working on development of a crosswalk policy after initial discussion at the December 21, 2017 meeting.*
- b. *The Oregon Bike and Pedestrian Design Guide will be used as a baseline of information for crosswalk policy.*





MULTI-USE PATH-OPTION A



DRAWING: DATE:	01/9 2/12/2018	REVISIONS		THORNTON ENGINEERING, INC. 1000 NW 17th Avenue Suite 100 Portland, Oregon 97209 (503) 251-8899	P.O. Box 476 • 340 NW 22nd Avenue Astoria, Oregon 97103 (503) 325-3419 Fax	PROJECT: SHEET:	WASHINGTON ST X-SEC SOUTH ASHLAND BUSINESS PARK 101 W WASHINGTON ST ASTORIA, OREGON 97103	A
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TECH MEMO

TO: Jay Harland
CSA Planning

FROM: Kelly Sandow P.E.
Sandow Engineering

DATE: February 19, 2018

RE: Washington St Multi-Use Path

As per previous discussions, the applicant for the South Ashland Business Park is proposing the street frontage improvements of Washington to include a multi-use path along the property frontage.

Washington Street is not fully improved to urban standards. Therefore, the multi-use path will need to be designed so connections at the North and South ends are safe and functional, and can be utilized with future improvements to Washington St.

The following is Sandow Engineering's recommendation for the connections to the multi-use path.

NORTHWEST CONNECTION

Connection considerations

Washington Street west of the property is currently built with sidewalks and a parking strip for about 500 feet west.

Knoll Creek passes through the west edge of the property, crossing under Washington Street. This causes constraints to roadway width.

Recommendations

Sandow Engineering recommends the following treatment option for the multi-use path:

- Start the multi-use path on the edge of existing sidewalk.
- Use a curbside multi-use path, built as a 10' wide sidewalk over Knoll Creek.
- East of site driveway add 5' landscape strip between roadway curb and multi-use path.

The following illustrates the proposed recommendations:

Tech Memo
From: Kelly Sandow PE, Sandow Engineering
RE: Washington Street Cross Section
Date: 2.19.2018
Page 2



Tech Memo

From: Kelly Sandow PE, Sandow Engineering

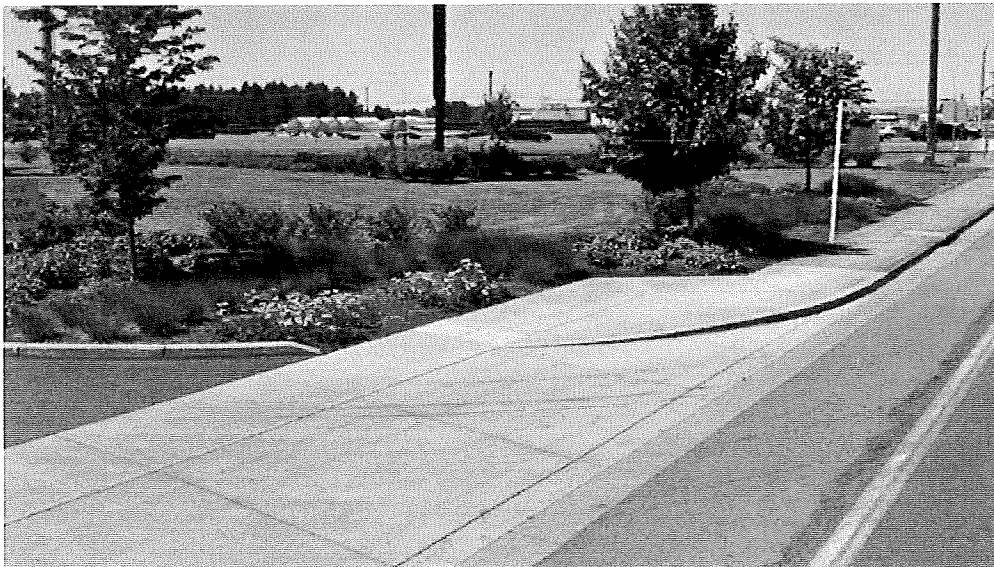
RE: Washington Street Cross Section

Date: 2.19.2018

Page 3



Example of how bike lane transitions into shared concrete multi-use path



Example of driveway curb return driveway designed to accommodate multi-use path/pedestrian path.

Tech Memo

From: Kelly Sandow PE, Sandow Engineering

RE: Washington Street Cross Section

Date: 2.19.2018

Page 4

SOUTHEAST CONNECTION

Connection Considerations

The multi-use path will terminate at the intersection of Jefferson Avenue. The connection will need to be made to allow ease of access from users south of Jefferson Avenue where Washington Street connects to the south.

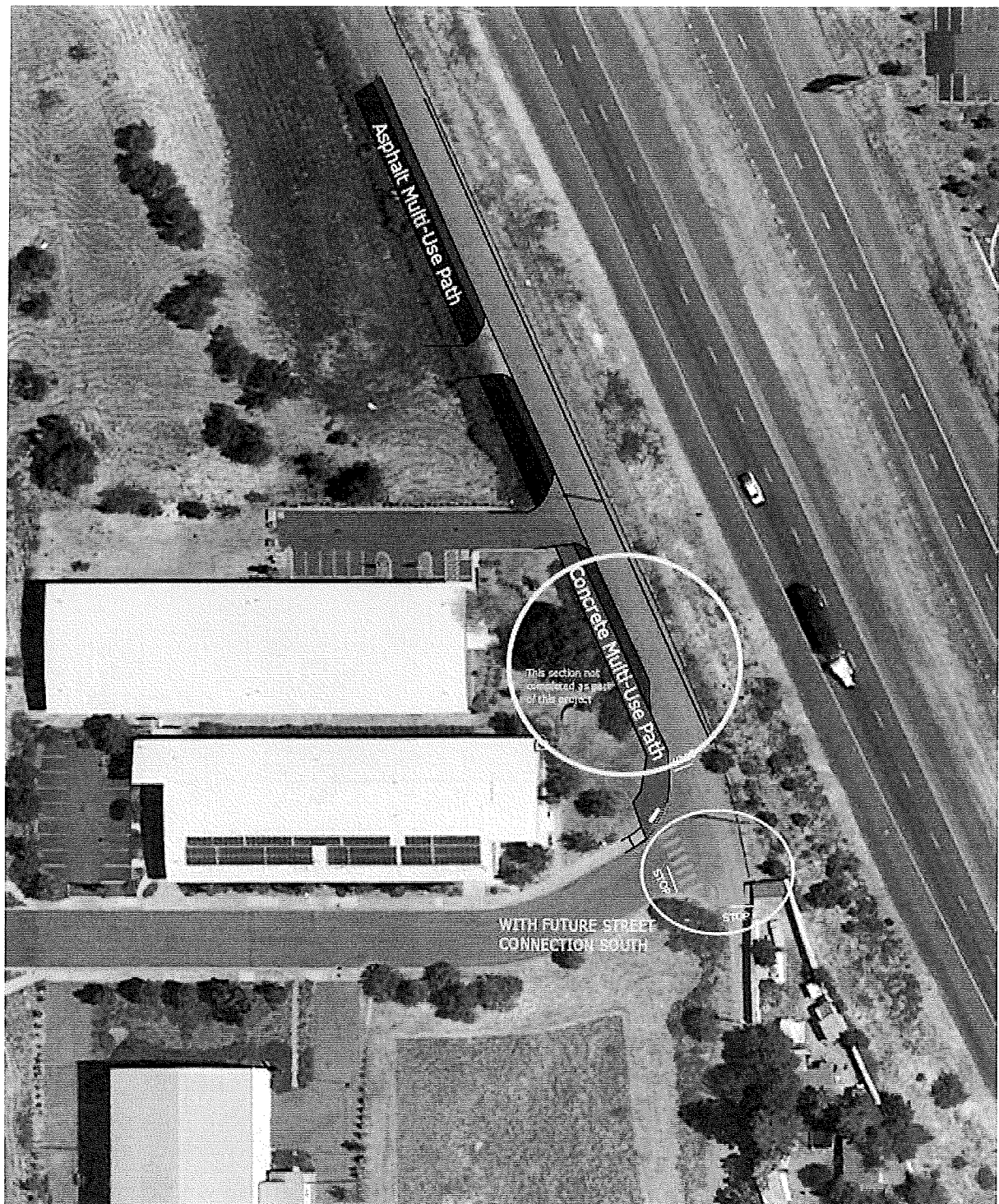
Recommendations

Sandow Engineering recommends the following treatment option for the multi-use path connection at the Jefferson Ave terminus:

- Merge the multi-use path to the existing side walk at tax lot 300
- Widen sidewalk along tax lot 300 to be wide enough for bikes and pedestrians (total with minimum of 10')
- Improve ramp
- Green bike striping for bikes to cross Jefferson Avenue and Washington Street

The following illustrates the proposed recommendations:

Tech Memo
From: Kelly Sandow PE, Sandow Engineering
RE: Washington Street Cross Section
Date: 2.19.2018
Page 5



PUBLIC TRANSPORTATION EXPANSION FEASIBILITY STUDY

SCOPE OF WORK

This project scope of work describes how Nelson\Nygaard will deliver the Public Transportation Expansion Feasibility Study. The goal of the Project is to evaluate the mobility needs of residents, employees and visitors in the City of Ashland, and how public transportation might best meet those needs today and in the future. Outcomes of the project will be a flexible set of strategies the City may consider for public transportation, and actions and partners needed to implement those strategies.

All deliverables described in the tasks below include a draft and final version. The final version will include changes reflecting one set of comments and revisions from the City of Ashland Project Manager or designated project participants.

A successful project relies upon the buy-in from community stakeholders and decision makers. Nelson\Nygaard and the City of Ashland will convene two new groups and use the Ashland City Council and Transportation Commission throughout the project to act as a sounding board:

1. **Technical Advisory Committee** – This project-specific group will review deliverables and technical work, and will include the key agencies who affect or are affected by public transportation. This group would be convened three times and will have project-level decision-making responsibility. Members may include but not be limited to city planning staff, a Transportation Commission member, a Planning Commission member, Rogue Valley Transportation District staff, and Southern Oregon University staff.
2. **Ashland City Transportation Commission** -This group meets monthly and consists of seven commissioners dedicated to transportation issues. This group would be convened twice and be advertised to stakeholders and the public. A public workshop preceding the Transportation Commission meetings will allow the community to comment on the content that will be presented to the commission. This group will be advisory and provide comments to Ashland staff on draft materials.
3. **Ashland City Council** – This policy body hosts study sessions twice per month. The consultant will present to the City Council twice. This group will review draft materials and ensure conclusions meet City expectations.

Definitions:

Project – Ashland Public Transportation Expansion Feasibility Study

Project Manager – City of Ashland Project Manager

Project Team – City staff and consultant team to manage day-to-day study tasks

Consultant – Nelson\Nygaard Consulting Associates

TAC –Project Advisory Committee

TC – Ashland Transportation Commission

CC – Ashland City Council

TASK 1 PROJECT MANAGEMENT AND OVERSIGHT

1.1 – Kickoff meeting

Nelson\Nygaard will facilitate a project kickoff meeting with the consultant team and the City of Ashland staff. The purpose of this meeting is to:

- Establish administrative and communication procedures
- Discuss initial project goals and objectives
- Discuss work plan scope and schedule
- Create stakeholder focus group and interview contact list
- Obtain data and information for technical analysis
- Visit locations of relevance to the project

1.2 – Project phone meetings

Nelson\Nygaard will set up bi-weekly Project Team phone meetings of up to 1-hour in duration throughout the project period. The purpose of the calls will be to review current project work, discuss key questions or issues, review upcoming tasks, and share comments on recent deliverables or other work products.

1.3 - Website information and project updates

Nelson\Nygaard will provide project summary information for a webpage that will provide a platform for stakeholders to learn about the project. Nelson\Nygaard will work with the City to determine a website hosting service that best meets the project needs (i.e. City website or 3rd party). Nelson\Nygaard will provide website design that will facilitate regular updates. The updates will be provided at four project milestones and in coordination with stakeholder outreach tasks (dates are approximate):

- Project start (March 2018)
- Existing Conditions and Needs Assessment (May 2018)
- Strategy Development (August 2018)
- Transit Expansion Feasibility Study (November 2018)

Deliverables

- Nelson\Nygaard
 - Kickoff meeting agenda; Kickoff meeting facilitation; Kickoff meeting notes including a summary of action items
 - Website creation; four sets of project information and documents
 - Data and information request
 - Bi-weekly call agenda and meeting notes
- City of Ashland
 - Kickoff meeting facility; Kickoff meeting invitations as needed; Kickoff meeting site visit itinerary

TASK 2 EXISTING CONDITIONS AND NEEDS ASSESSMENT

The purpose of this task is to understand typical travel patterns, assess existing transportation services, and understand the existing public transportation and pedestrian infrastructure. Nelson\Nygaard will use technical transportation analysis (see task 2.1), conversations with key stakeholders, and an online survey.

Nelson\Nygaard and the City will coordinate efforts with the Rogue Valley Transportation District's (RVTD) Transit Master Plan.

2.1 – Transportation analysis

This task will help the project team understand typical origins and destinations for people traveling to, from and in Ashland. The task will establish a baseline for the market for transit. Nelson\Nygaard will:

- Create a combined population and employment density map using U.S. Census Bureau and/or Portland State University population and employment data, noting changes or trends evident from previous land use density analysis.
- Collect and analyze relevant origin and destination analysis from the Rogue Valley Metropolitan Planning Organization (MPO) travel demand model, to the extent available and applicable; data will be presented in tabular or graphic format showing travel demand into, out of and within the City of Ashland.
- Analyze RVTD public transportation trip origins and destinations and any rider survey data available.
- Assess existing public transportation services, based on information available from RVTD, including service hours, frequency, revenue hours, revenue miles, ridership, operating cost, vehicle type, bus stop amenities, and fare policies.
- Inventory available transportation network companies and taxis, carsharing, carpooling, bikesharing, and any local incentive programs to use public transportation.
- Summarize pedestrian and bicycle infrastructure conditions from previously completed reports, noting connections to bus stops. The City of Ashland will provide updates to existing pedestrian and bicycle infrastructure conditions.

2.2 – Stakeholder Group Meetings

Understanding transit needs requires talking to people who ride buses today, people who don't ride, and stakeholder who represent community interests. Nelson\Nygaard will create a stakeholder invitation list in tandem with the project team during Task 1.1 Kickoff meeting. We typically group stakeholders by common interests or by geography. Examples include education, major employers(e.g. DAREX), Southern Oregon University, social service organizations, older adults, City staff, medical facilities, or neighborhood groups.

We envision up to three stakeholder meetings, with 5-15 participants per meeting. Nelson\Nygaard will provide a meeting guide, introductory narrative for emails, letters, cards, or websites, facilitate the meetings, and summarize results. The City of Ashland will assist in distributing invitations. Nelson\Nygaard will schedule meetings with the Stakeholder Groups as available over one or two trips scoped for Task 2.

2.3 – Public and Rider Outreach

Input from community stakeholders will be complemented by feedback from bus riders and the general public in Ashland. RVTD plans to survey Route 10 passengers in May 2018. To reduce duplication of effort, the team will use the data from RVTD's surveys to understand rider travel patterns and needs.

It can be difficult to attract interest in surveys or public meetings. Therefore, Nelson\Nygaard will set up project stations at two community destinations or events where people will already gathered.

Nelson\Nygaard will provide informational material such as boards or summary sheets about the project. Nelson\Nygaard will ask people where they travel, opinions about public transportation, and travel preferences that influence what makes them want to ride the bus, and what prevents them from using it. Potential events may include:

- Ashland Market (Tuesdays 8:30 am-1:30 pm starting in Spring 2018)

- Southern Oregon University or location on campus (Spring Semester starts April 2, 2018)
- Rogue Community College Medford
- Ashland Plaza (will reach bus riders and the general public)

The Consultant will time the meetings to complement, rather than overlap or compete with public involvement activities related to the RVTB Transit Master Plan. The TAC representatives and City staff will guide the project team in identifying the best meeting and event dates.

2.4 – TAC meeting #1

Nelson\Nygaard will facilitate one meeting with the TAC in Task 2. The TAC will include key stakeholders related to the project goals.

The goal of the TAC meeting will be to orient members to the project scope, schedule, and project team; and to get input on the project vision and goals, public transportation needs and opportunities, findings to date, other potential participants, and potential public transportation expansion strategies. The meeting outcomes will be a refined project schedule as needed, data sources, consensus on vision and goals, and information or data on needs and opportunities.

2.5 – TC Meeting #1

Nelson\Nygaard will facilitate a meeting with the TC in Task 2, at its regularly scheduled meeting. The goal of the meeting will be orient the TC members to the project schedule and team, to verify the project vision and goals, and collect information on transportation needs and opportunities. Meeting outcomes will be consensus on the vision and goals, and further information on needs and opportunities.

The City may elect to provide a 2-hour informational session to the public before the meeting; Nelson\Nygaard will provide staff to support the session, and informational materials to be produced/printed by City staff. Nelson\Nygaard will facilitate a presentation and discussion with the Transportation Commission, discussing project findings to date, public transportation needs and opportunities, project vision and goals, and potential project participants.

2.6 Technical Memorandum #1 Existing Conditions and Needs Assessment

Nelson\Nygaard will write a technical memorandum documenting the analysis and outreach conducted in Task 2. The memorandum will include the project team's conclusions about City of Ashland transportation and land use in relation to the project's goals and objectives.

Deliverables

- Nelson\Nygaard
 - Technical Memorandum #1 summarizing transportation analysis, surveys, focus groups, and interview findings
 - Facilitate up to 3 stakeholder group meetings
 - Facilitate TAC meeting #1 in Ashland and create meeting notes
 - Facilitate TC meeting #1 in Ashland and create meeting notes
 - Facilitate public events #1, #2
 - Create informational material needed for public workshop and TC open house session
- City of Ashland
 - Contact list compilation and survey distribution
 - Updates to pedestrian and bicycle infrastructure condition assessment

- Request and facilitate data sharing with RVTB, Southern Oregon University, Rogue Valley Council of Governments/ MPO and other stakeholders
- Arrange logistics for TAC meeting #1
- Arrange logistics for TC meeting #1
- Print materials needed for public open house session, as needed.

TASK 3 STRATEGY DEVELOPMENT AND EVALUATION

This task will build from past and ongoing planning efforts by presenting public transportation strategies in ways that let stakeholders and decision-makers assess strategy benefits and costs.

3.1 – Strategy development

Nelson\Nygaard will identify strategies in three groups:

- operating (e.g. routes and schedules),
- capital (e.g. vehicles and bus stations), and
- programs (e.g. transportation options).

Nelson\Nygaard will base strategies on stakeholder input collected in Task 2, past bus service, and past plans. The Nelson\Nygaard team will develop and propose potential new strategies, pulling examples from industry best practices and innovative approaches in other cities today.

This task will allow the team to more fully explore specific expansion alternatives based on stakeholder interest such as ride-hailing services and vehicles using electric, hybrid electric or other propulsion systems. These assessments will include approximate unit and operating costs in the most common iterations. Some new or innovative strategies may have less quantitative data available, for which the team will provide more broad estimates and identify ways for stakeholders to stay informed of future opportunities.

3.2. – Funding scan

Nelson\Nygaard will summarize potential funding sources, partnerships and methods to support the city's implementation plan. The funding information will include sources accessible by the City of Ashland, and sources used by RVTB and other partner agencies to support public transportation services. The funding information will provide information for stakeholders to understand public transportation funding opportunities and constraints.

3.3 – Strategy evaluation

Nelson\Nygaard will summarize strategies to help stakeholders understand the tradeoffs, or costs and benefits, of each strategy. The specific data or performance measures will be determined with the project team to ensure the analysis answers questions unique to Ashland's transportation goals, stakeholder interests, and plans, as identified in Task 2. Performance measure examples include:

- Estimated quantitative descriptions such as route frequency, hours of service, and travel times.
- Quantitative measures such as jobs and residents within one-quarter mile of stops, cost, ridership effects, and vehicle emissions available from sketch planning tools.
- Qualitative measures such as travel time reliability, safety and security, and traveler comfort.

3.4 – TAC Meeting #2

The Nelson\Nygaard team will use the evaluation information to facilitate discussions with the TAC about which strategies are well-suited to the City's long-term mobility goals. Strategies considered feasible based

on costs and preliminary operating plans will be carried forward to the implementation phase for more detailed analysis and strategy development.

3.5 – City Council Meeting #1 (Study Session)

The City Council is an important sounding board for this project, to ensure that City leaders' vision for the City's transportation system aligns with the findings and potential strategies considered. Nelson\Nygaard, in partnership with city staff, will present a summary of the project and record comments and questions to guide strategy development and research. The goal of the meeting will be to introduce the City Council to the project goals and schedule, and collect information about priority public transportation needs and resources. Outcomes will be agreement on project vision and goals, and direction on strategies of most interest for the Study.

3.6 – Technical Memorandum #2 Strategy Development and Evaluation

Nelson\Nygaard will document strategy development, evaluation and stakeholder feedback in Technical Memorandum #2. The Memorandum will include the project team's conclusions about the analysis and feedback as it relates to the project goals. The memorandum will identify public transportation expansion strategies that best meet City and project goals.

Deliverables

- Nelson\Nygaard
 - Technical Memorandum #2 Service Options, summarizing task analysis conducted in Tasks 3.1 through 3.4 (Draft Memo may have placeholder for Stakeholder Input if memo is distributed prior to PAC meeting #2)
 - Facilitate TAC meeting #2 in Ashland and create meeting notes
 - Facilitate CC meeting #1 in Ashland and create meeting notes
- City of Ashland
 - Arrange logistics for City Council meeting
 - Arrange logistics for TAC meeting

TASK 4 PUBLIC TRANSPORTATION EXPANSION FEASIBILITY STUDY

The final task will be for the Nelson\Nygaard team to provide estimated costs, phases, strategic partners, and other resources and processes needed to implement public transportation strategies.

4.1 - Public Transportation Expansion Feasibility Study

The implementation plan will include operating, capital, and programmatic categories, reflecting annual and one-time costs, funding resources, and other requirements. The Nelson\Nygaard team will provide up- to-date and detailed public transportation funding information. The Nelson\Nygaard team envisions the results of this task to provide a clear vision and set of priorities or goals the public transportation system in Ashland should achieve over a long-term period (10+ years). The results will include individual public transportation strategies to carry forward in future planning and budgeting processes.

Nelson\Nygaard will create a Public Transportation Expansion Feasibility Study Executive Summary documenting analysis and results from the project tasks. The executive summary will be combined with Technical Memoranda #1 and #2 as attachments or exhibits, to create a full project report. The executive summary will provide a short and non-technical summary of the Feasibility Study strategies, potential funding and costs, outreach conducted as part of the planning process, and an implementation plan describing how the City will pursue the strategies in the near future and key resources to implement those strategies.

4.2 – TAC Meeting #3

The third TAC Meeting will be an opportunity for the committee to review the findings to date, changes to strategy evaluation results developed after TAC Meeting #2, and a draft of the Public Transportation Expansion Feasibility Study Executive Summary. The TAC comments will guide development of the Draft Final Executive Summary before presentation to the City Council.

4.3 – TC Meeting #2

It is important to circle back with stakeholders to discuss the plan findings and validate results from the strategy evaluation. Nelson\Nygaard will present the final plan to the Transportation Commission. The Commission meeting will include a 2-hour open information session beforehand, allowing interested stakeholders time to learn about the project work, share comments and information, and ask questions. The Commission members will have an opportunity to learn about and comment on potential strategies and information describing them in the Draft Executive Summary. The goal of the TC meeting will be to introduce strategies and next steps to pursue strategies. Meeting outcomes will be information and questions to review with City staff for possible inclusion in the Final Plan.

4.4 – City Council Meeting #2

The City Council meeting #2 will be a presentation of the Draft Final Feasibility Study. The Council will review the Executive Summary. Nelson\Nygaard will facilitate the presentation in partnership with City staff, and a discussion about potential strategies, key partners, and next steps. The goal of the City Council meeting will be to introduce strategies and next steps to pursue strategies. Meeting outcomes will be information and questions to review with City staff for possible inclusion in the Final Plan.

The City of Ashland staff will be responsible for guiding the resulting Study through the City Council adoption process.

Task deliverables include:

- Nelson\Nygaard
 - Draft and Final Public Transportation Expansion Feasibility Study
 - TAC meeting #3
 - TC meeting and workshop #2
 - CC meeting #2
- City of Ashland
 - Arrange logistics for TAC meeting #3
 - Arrange logistics for TC meeting #2
 - Arrange logistics for CC meeting #2

OUTREACH SCHEDULE AND BUDGET

Nelson\Nygaard expects to complete the outreach meetings in Ashland in six trips. The trips, expected schedule and staff are described in Table 1. The budget is shown in Table 2.

Table 1: Stakeholder outreach schedule

PURPOSE	DATE	ATTENDING
Task 1 Project Kickoff		

1.1 – Kickoff meeting and site visits	March 1-2 day	Jamey, Stephanie, Paul
Task 2 Existing Conditions and Needs Assessment		
2.2 – Stakeholder group interviews 2.3 – Public event table #1 2.4 – TAC #1	April 3 days	Jamey, Paul
2.2 – Stakeholder group interviews (as needed) 2.3 – Public event table #2 2.5 – TC #1 +workshop (standard schedule)	May 2 days	Jamey, Paul
Task 3 Strategy Development and Evaluation		
3.4 – TAC #2 3.5 – CC #1	July 2 days	Jamey, Stephanie
Task 4 Public Transportation Expansion Feasibility Study		
4.2 – TAC #3 4.3 – TC #2 +workshop (special schedule)	September (week 1) 2 days	Jamey, Paul
4.4 – CC #2	November 1 day	Jamey

Table 2: Project Budget

	Nelson\Nygaard Labor Costs										DKS Associates (subconsultant) Costs			Total Labor Hours	Total Labor Costs	Total Direct Expenses	Total Costs
	Stephanie Wright	Jamey Dempster Senior	Paul Leitman	Designer	NN Labor			Reah Flisakowski Sr Project Manager	DKS Associates Labor								
					Hours	Cost	Hours		Cost								
Base Rate	Principal 1	Associate 1	Associate 2	Designer													
Overhead	59.50	49.59	33.06	36.36													
Profit	104.13	86.78	57.85	63.63													
10%	16.36	13.64	9.09	10.00													
Total Billing Rate	\$180.00	\$150.00	\$100.00	\$109.99	Hours	Cost	Hours	Cost	\$175.00	Hours	Cost						
Task Description																	
1 Project Management and Oversight																	
1.1 Kickoff Meeting	8	12	12				32	\$4,440	2	2	\$350			34	\$4,790		
1.2 Project Phone Meetings	8	18	20				46	\$6,140	6	6	\$1,050			52	\$7,190		
1.3 Website and project updates	4	10	12				46	\$5,620		0	\$0			46	\$5,620		
Task Total	20	40	44				124	\$16,200	8	8	\$1,400			132	\$17,600	\$1,075	
2 Existing Conditions and Needs Assessment																	
2.1 Transportation Analysis	4	20	40				64	\$7,720	16	16	\$2,800			80	\$10,520		
2.2 Stakeholder Group Meetings	2	16	16				34	\$4,360		0	\$0			34	\$4,360		
2.3 Public & Rider Outreach	2	16	24				42	\$5,160		0	\$0			42	\$5,160		
2.4 TAC Meeting #1	2	8	8				18	\$2,360		0	\$0			18	\$2,360		
2.5 TC Meeting #1	2	8	8				18	\$2,360		0	\$0			18	\$2,360		
2.6 Tech Memo 1	4	4	16				28	\$3,360		0	\$0			28	\$3,360		
Task Total	16	72	112	4	4	204	\$25,320		16	16	\$2,800			220	\$28,120	\$3,400	
3 Strategy Development and Evaluation																	
3.1 Strategy Development	8	20	40				68	\$8,440	8	8	\$1,400			76	\$9,840		
3.2 Funding Scan	2	10	4				16	\$2,260	4	4	\$700			20	\$2,960		
3.3 Strategy Evaluation		8	16				24	\$2,800	4	4	\$700			28	\$3,500		
3.4 TAC Meeting #2	4	8	4				16	\$2,320		0	\$0			16	\$2,320		
3.5 CC Meeting #1	6	8	4				22	\$3,120		0	\$0			22	\$3,120		
3.6 Tech Memo 2	4	8	16				32	\$3,960		0	\$0			32	\$3,960		
Task Total	24	62	84	8	8	178	\$22,900		16	16	\$2,800			194	\$25,700	\$1,100	
4 Public Transportation Expansion Feasibility Study																	
4.1 Executive Summary	12	28	44				100	\$12,520	4	4	\$700			104	\$13,220		
4.2 TAC Meeting #3	2	6	10				18	\$2,260		0	\$0			18	\$2,260		
4.3 TC Meeting #3	2	6	10				18	\$2,260		0	\$0			18	\$2,260		
4.4 CC Meeting #2	2	16	2				20	\$2,960		0	\$0			20	\$2,960		
Task Total	18	56	66	16	16	156	\$20,000		4	4	\$700			160	\$20,700	\$1,700	
TOTAL HOURS																	
TOTAL LABOR COST																	

MOTOR VEHICLE CRASH SUMMARY

MONTH: JANUARY, 2018

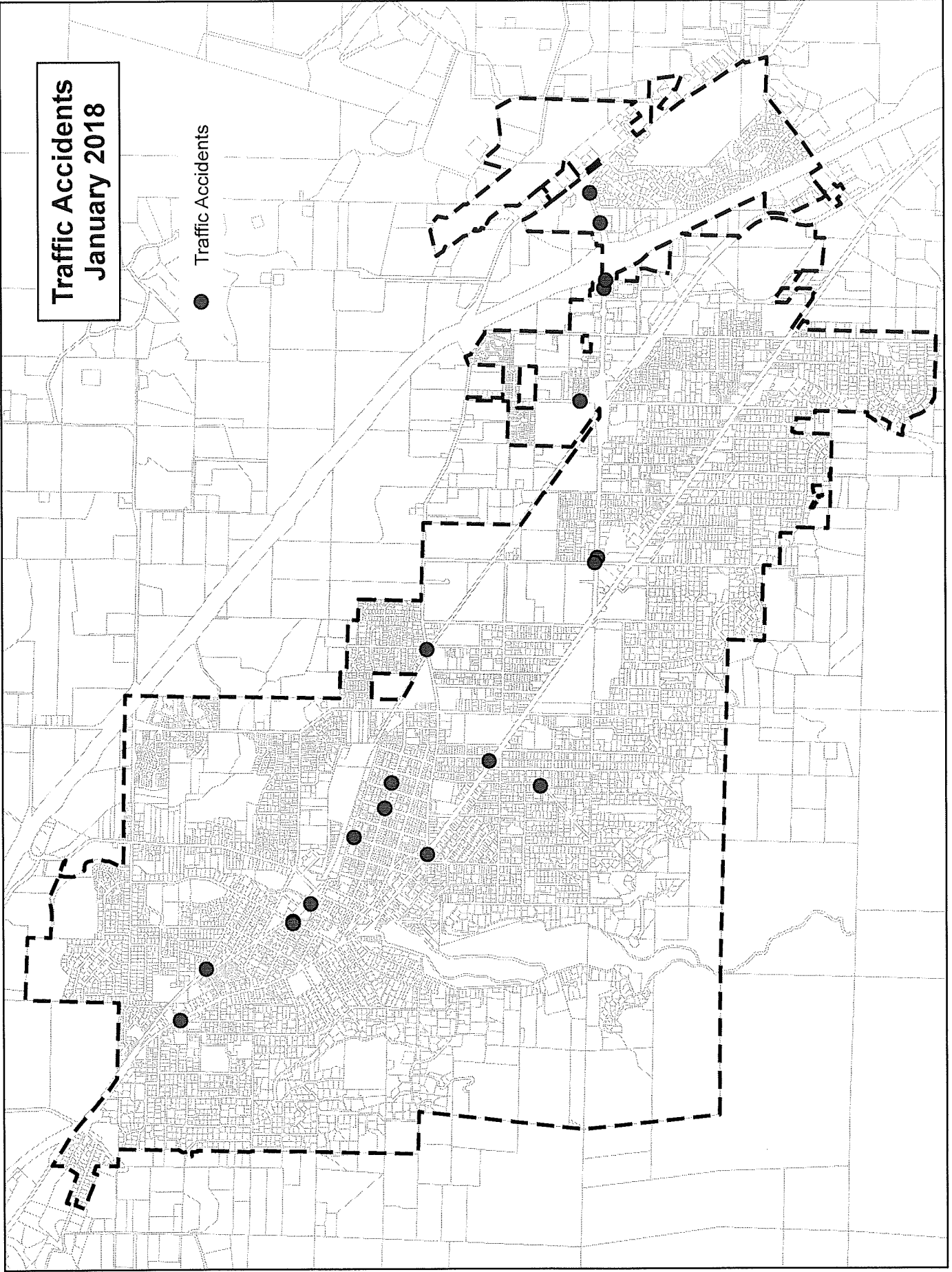
NO. OF ACCIDENTS: 19

Rep	DATE	TIME	DAY	LOCATION	NO. VEH	PED INV.	BIKE INV.	INJ.	DUII	Police On Site	PROP DAM.	HIT/ RUN	CITY VEH.	CAUSE - DRIVER ERROR
R	1	12:09	M	Ashland St near Sutton Pl	2	N	N	Y	N	Y	Y	N	N	Motorcyclist was slowing to turn into driveway when Dv1 rearended vehicle, pushing it 55'. Rider transported. Cell phone use.
R	5	13:30	F	Clay St at Birchwood Ln	1	N	N	N	N	Y	Y	N	N	Dv1 backed up to get mail, had a sneezing fit, and struck bank of mailboxes.
R	11	23:59	TH	Pennsylvania Av at Morton St	1	N	N	N	Y	Y	Y	N	N	Dv1 was eluding police and lost control, hopped curb and crashed into a tree.
NR	11	UNK	TH	Orange St near Glenn St	2	N	N	N	U	N	Y	Y	N	Vehicle was struck while parked. No leads.
R	12	2:12	F	Ashland St near Washington	1	N	N	N	N	Y	Y	N	N	Dv struck the Welcome to Ashland sign.
R	12	9:40	F	Ashland St near Walker Av	2	N	N	N	N	Y	Y	N	N	Dv2 pulled out from a driveway directly into lane 1 striking v1 which was already occupying lane.
NR	12	13:45	F	Ashland St at Walker Av	2	Y	N	N	N	Y	N	N	N	Dv1 stopped abruptly when ped entered crosswalk, Dv2 crashed into the back of v1.
NR	16	16:51	TU	Ashland St at Interstate 5	2	N	N	N	N	Y	N	N	N	Dv2 pulled out of driveway striking v1 that was occupying lane.
R	18	16:19	TH	E Main St at Fordyce St	3	N	N	P	N	Y	Y	N	N	V1 was stopped in traffic, v2 was stopped behind v1, dv3 rearended v2 pushing it into v1. Possible injury to dv2.
R	20	20:57	SAT	Ashland St near Sutton Pl	2	N	N	P	N	Y	Y	N	N	Dv1 crossed the center line and crashed into oncoming v2.

Rep	DATE	TIME	DAY	LOCATION	NO. VEH	PED INV.	BIKE INV.	INJ.	DUII	Police On Site	PROP DAM.	HIT/ RUN	CITY VEH.	CAUSE - DRIVER ERROR
R	23	12:42	TU	N Main St near Maple St	2	N	N	N	N	Y	Y	N	N	Dv2 was stopped in traffic that was stopped at a red light. Dv1 ran into the back of v2.
NR	24	13:14	W	Helman St near Van Ness Av	2	N	N	N	N	Y	N	N	N	Dv1 in travel lane was struck by v2 that pulled into lane from curb.
R	24	18:00	W	Van Ness at Helman St	1	N	Y	P	N	Y	N	N	N	WB Dv1 struck bicyclist whose brakes had failed and suddenly crossed in front of v1. Bicyclist had minor injury.
R	27	11:40	SAT	Third St at A St	2	N	N	N	N	Y	Y	N	N	Dv1 was backing against flow of traffic and backed into v2.
R	29	9:06	M	Siskiyou Blvd near Gresham	2	Y	N	N	N	Y	Y	N	N	Dv1 stopped for a ped crossing in the crosswalk and was rearended by dv2.
R	29	10:54	M	Siskiyou Blvd at Alida	1	N	N	N	Y	Y	Y	N	N	Dv1 ran into private property and damaged fence and landscaping. No narrative.
R	29	11:09	M	B St at Fifth St	2	N	N	N	N	Y	Y	N	N	Dv1 entered intersection southbound without stopping and v2 crashed into the side of V1.
R	30	8:15	Tue	Van Ness at Oak St	2	N	N	N	N	Y	Y	Y	N	Dv2 struck parked vehicle and left scene. Was found and arrested.
R	31	10:43	W	B St at Sixth St	3	N	N	N	N	Y	Y	N	N	V1&3 were passing each other in a lane constricted by parked cars on both sides. V1&3 were large trucks. Damage to mirrors/vehicles of 3 veh.

**Traffic Accidents
January 2018**

● Traffic Accidents



MOTOR VEHICLE CRASH SUMMARY

MONTH: FEBRUARY, 2018

NO. OF ACCIDENTS: 12

Rep	DATE	TIME	DAY	LOCATION	NO. VEH	PED INV.	BIKE INV.	INJ.	DUII	Police On Site	PROP DAM.	HIT/ RUN	CITY VEH.	CAUSE - DRIVER ERROR
R	3	13:21	Sat	Ashland St at Tolman Creek Rd	2	N	N	N	N	Y	Y	N	N	Dv2 rearended v1 at intersection. Dv2 at fault.
R	6	13:55	Tue	Hwy 66 at Dead Indian Memorial	2	N	N	N	N	Y	Y	N	N	Dv1 was rearended by dv2. No narrative
R	6	14:13	Tue	Walker Av at Oregon St	2	N	N	N	N	Y	Y	N	N	Dv2 was traveling on Walker Av when dv1 pulled out from Oregon St and crashed into the side of v2.
R	7	11:30	Wed	Wimer St at Scenic Av	2	N	N	P	N	Y	Y	N	N	Dv2 was traveling downhill on Wimer. Dv1 pulled out from Scenic and crashed into the side.
R	11	22:36	Sun	Ashland St at Washington St	2	N	N	N	N	Y	Y	N	N	Dv1 pulling a Uhaul trailer was in the #2 lane and began to make a left turn onto Washington St, cutting off v2 traveling in the #1 lane. V2 struck v1 trailer.
R	14	15:20	Wed	E Main St near N Second St	3	N	N	P	N	Y	Y	N	N	Dv1 pulling out from parallel parking stall side crashed into v2 in #1 travel lane, pushing v2 into v3 in the #2 travel lane.
R	16	7:58	Fri	Ashland St at Clover Ln	2	N	N	N	N	Y	Y	N	N	Dv1 began to make a u turn by swinging to the right and then began turn. Dv2 began to pass on left, but then struck v1.
R	16	15:24	Fri	E Main St at Lithia Way	2	N	N	N	N	Y	Y	N	N	Dv1 attempted to turn left at light (prohibited) and was rearended by dv2.
R	20	12:40	Tue	S Mountain at E Main	1	N	N	N	N	Y	Y	N	N	Dv attempted to turn right but was going too fast and struck hydrant and wall on opposite side of street.
R	22	UNK	Thr	Central Av near Laurel St	2	N	N	U	U	N	Y	Y	N	Vehicle was struck while parked on the side of the street. No leads.

Rep	DATE	TIME	DAY	LOCATION	NO. VEH	PED INV.	BIKE INV.	INJ.	DUII	Police On Site	PROP DAM.	HIT/ RUN	CITY VEH.	CAUSE - DRIVER ERROR
NR	27	15:20	Tue	N Pioneer St	2	N	N	N	N	Y	N	N	Y	Backhoe operator backed into the window of parked vehicle, damaging window.
R	27	UNK	Tue	Maple St near Chestnut St	2	N	N	U	U	N	Y	Y	N	Vehicle was struck while parked on the side of the street. No leads.

**Traffic Accidents
February 2018**

- FEBRUARY
- Previous 2018 Accidents

