

WORKSHOP MEETING MINUTES
SISTERS CITY COUNCIL
520 E. CASCADE AVENUE
MARCH 26, 2015

MEMBERS PRESENT:

McKibben Womack Council President
David Asson Councilor
Wendy Holzman Councilor
Nancy Connolly Councilor

ABSENT:

Chris Frye Mayor

GUESTS:

Bob Bryant ODOT Region 4 Manager
Gary Farnsworth ODOT Project Manager
Joel McCarroll ODOT Traffic Engineer
Mike Darling ODOT Project Leader
Scott Baird Kittleson & Associates

STAFF PRESENT:

Andrew Gorayeb City Manager
Paul Bertagna PW Director
Patrick Davenport CDD Dir
Darcy Reed Associate Planner
Kathy Nelson City Recorder

ABSENT:

Lynne Fujita-Conrads Finance Officer

The meeting was called to order by Council President Womack at 5:35 p.m.

1. Roundabout Discussion

Director Bertagna stated representatives from the Oregon Department of Transportation (ODOT) were in attendance to provide an overview of the steps taken to date for the roundabout at the Highway 20/Barclay Avenue intersection. He stated design plans would be forwarded to Salem for approval soon. He reported there had been extensive public outreach as well as working with the freight industry on the plan. He stated as the next phase of the project began, staff and ODOT would like direction from the Council on what type of additional outreach should be undertaken. He stressed community education was an important aspect of the project.

ODOT Project Leader Mike Darling explained ODOT and Kittleson & Associates had been working with the freight industry and it was imperative to design a footprint that allowed trucks to maneuver through the roundabout effectively and safely. He reported once the design was approved, which was anticipated to be in the spring of 2016, right of way acquisition would begin and construction would take place in the summer and fall of 2016. He stated a huge part of the design process had been accommodating and addressing concerns from the freight industry.

Kittleson & Associates Scott Baird presented a video of the field driving tests performed at Deschutes County Fairground and Portland Meadows that provided an opportunity for members of the freight industry to drive through an area set up to accurately replicate the roundabout design. He provided detailed findings of the tests.

ODOT Project Manager Gary Farnsworth provided a historical summary of the public involvement process. He noted the expectation was to keep the issue in front of the Council and public. He reported a meeting was planned in April with the Motor Carries Transportation Advisory Committee to discuss the plan with hopes of having a draft agreement by the end of April. He noted the need to acquire property for the project to build the improvements and that process would take about a year. **ODOT Region 4 Manager Bob Bryant** stated the April 9th meeting would focus on whether the freight industry could be accommodated by the design as well as knowing the City has confidence in the plan. **Councilor Asson** advised the Council was convinced but ODOT still needed to convince some members of the public, even after all the public outreach that had already taken place. **Mr. Bryant** responded there was time built into the timeline of the project for ongoing work with the community. **Councilor Connolly** offered that community member Carey Tosello had offered to assist with the education piece for the city.

Mr. Baird reminded the Council of the process the city went through three years prior which included meeting with the Council, hosting a public meeting and conducting a survey which indicated 94% of respondents were supportive of the roundabout. **Councilor Holzman** added that was a long time ago and it was important to make sure the public was aware of all the process that had occurred previously.

Councilor Connolly stated she had received calls from business owners concerned about Cascade Avenue being closed. **Mr. Baird** replied the road would not be closed at all and would have staged construction. **Mr. Farnsworth** stated keeping traffic flowing was an important aspect of the project. **Councilor Connolly** asked how the locked gate in the center of the roundabout would be accessed and **Mr. Baird** replied that detail had not been worked out yet. **Mr. Farnsworth** noted that all the trucks that participated in the field tests had been able to stay within the footprint of the roundabout and the need to open the gate would only occur on rare occasion.

Councilor Connolly asked where the City's portion of the funding would come from and **Manager Gorayeb** replied a portion would come from funds that had been collected related to the North Sisters Business Park and the balance would come from transportation system development charges (SDC).

Council President Womack asked for feedback on what the public process should look like and **Director Bertagna** replied getting community members to attend the public meeting was important in order to present the safety benefits as well as engaging the downtown businesses. **Councilor Connolly** stated she felt watching the field test video would alleviate a lot of concerns. **Councilor Holzman** suggested asking Art Davis and other local truck drivers to come and share their experience from the field test would be beneficial as well as posting mock-ups of the roundabout design in the City Hall lobby. **Manager Gorayeb** requested ODOT get the public outreach plan put together and send it over to the City for buy-in. **Councilor Connolly** stated it was also important to have a representative from the school district transportation team involved and **Manager Gorayeb** added representatives from the Planning Commission, Fire District,

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Oregon Department of Forestry, bike/ped community and the Forest Service should also be involved.

Councilor Asson questioned how questions related to the Locust Street/Highway 20 intersection should be handled and **Mr. Farnsworth** replied the intersection had been considered. He explained that both a short term and long-term plan were needed. **Director Bertagna** stated it was time to focus on updating the transportation system plan (TSP) which would re-focus attention on that intersection.

Mr. Farnsworth reported he had attended the State Transportation Commission meeting the previous week where funding for the Barclay Drive improvement project from the Immediate Opportunity Fund (IOF) was approved.

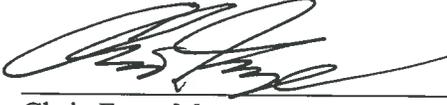
He reported ODOT would be nominating the Cascade Avenue improvement project for an American Transportation Award and requested a letter of support from the City. The **Council** was supportive of writing the letter.

2. Other Business

Due to lack of time, there was no other business.

The meeting was adjourned at 6:43 p.m.


Kathy Nelson, City Recorder


Chris Frye, Mayor