



October 20, 2020

1. CALL TO ORDER AND ROLL CALL

The Transportation Advisory Committee (TAC) meeting of **Tuesday October 20, 2020**, was called to order by Chair Henry Mackenroth at 6:05 PM via a virtual Zoom Meeting.

Committee members present included Henry Mackenroth, Ray Atkinson, Vance Tong, Tim Wuest, and Bob LaSalle. John Anderson, Cedomir Jesic, and Ben Simmons were absent.

Staff members present included John Lewis, Public Works Director, Vance Walker, Assistant Public Works Director, Dayna Webb, City Engineer, Laura Terway, Community Development Director and Kim Davis, Senior Administrative Assistant.

2. APPROVAL OF THE MINUTES

Mr. Mackenroth **moved to approve** the minutes of **August 18, 2020** and it carried **unanimously** by the following vote: Aye: Mackenroth, Atkinson, Tong, Wuest, and LaSalle.

3. AGENDA ANALYSIS

Nothing added.

4. CITIZEN COMMENTS

Matt Dale, a citizen who lives on Frontier Parkway, made a comment about his concerns with traffic in his neighborhood. City Staff said they would follow up with the concerns and give an update at the November 17th TAC meeting.

5. NEW BUSINESS/DISCUSSION ITEM

a. Oregon City Connector Shuttle Update

Major points were as follows:

- Kristina Babcock provided an update on the Oregon City Connector Shuttle.
- Ms. Babcock talked about the project purpose and background, what's in the plan, key activity centers, service model and routing, the recommended routes, service plan and frequency, vehicle maintenance and storage needs, ridership estimates and the next steps for the plan.
- Ms. Babcock said the next steps are to revise the plan based on further feedback, develop marketing and branding strategies, coordinate with community partners, and review with Oregon City Partners, Clackamas

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County Staff, C4, and Board of County Commissioners.

b. Additional Permitting and Notification Policy for City Tree Removal-Draft

Major points were as follows:

- Laura Terway, Community Development Director, presented the draft for new procedures and policies to avoid inappropriate tree removal by City Staff.
- Ms. Terway said the purpose of this is to identify significant tree removal and the process to consider alternatives for significant tree removal and include a public notification piece. She said it is a direct result of some tree removal that happened at the pool property.
- Ms. Terway said this policy does not apply to the public removal of City trees. She said this is an internal policy for City Staff for City tree removal.
- Ms. Terway said there are exemptions to the policy and gave examples of the exemptions.
- Ms. Terway talked about the alternatives for tree removal and the steps that are involved to consider the alternatives for the tree removal.

c. Public Works Report

Major points were as follows:

- Vance Walker gave an update on the speed study that was conducted on Glen Oak Rd. He said that out of 16,872 vehicles, there was a minimum speed recorded of 10 mph and a maximum speed recorded of 66 mph. Mr. Walker said the average speed of vehicles on Glen Oak Rd. is 29.35 mph. He said he went out and drove Glen Oak Rd. because there was a question about deterioration, and he said they've held pretty good for a road that is 35 mph.
- Vance Walker said he reached out to Nancy Busch, Code Enforcement Manager, with regards to the parking violation concerns on Glen Oak Rd. He said he asked Ms. Busch if she has her employees patrol on evenings and weekends, and she said she does not. Mr. Walker said Ms. Busch told him that police patrol for parking violations after hours and on weekends. Ms. Busch told Mr. Walker that as August 31st, two parking citations have been issued on Glen Oak Rd. for parking violations. Mr. Lewis asked Mr. Walker if he could follow up with Ms. Busch and find out if someone took a photo and documented the violation, would the Code Enforcement group accept the information and act on it. Mr. Walker said he would follow up with Ms. Busch and report back with the information at the following meeting.
- Mr. Lewis asked if the TAC would like City Staff to put together a response letter for Henry Mackenroth to sign and send to Carla Owings, a citizen with concerns of speeding and parking violations on Glen Oak Rd., letting her know what City Staff had done. Mr. Mackenroth agreed that a written response back to Ms. Owings saying this is what Staff looked into, this is what they found, this is the conclusion they have come to, and this is what we will propose to do to address the concerns that are addressable.
- Kim Davis gave an update on upcoming expiring terms. She said Vance Tong,

John Anderson, and Ben Simmons all have terms expiring on December 31, 2020. Ms. Davis said Ben Simmons would like to continue to serve while Mr. Tong and Mr. Anderson no longer want to serve. It was decided that Mr. Simmons would not be required to re-interview for his position. Mr. Lewis asked Mr. Tong if he would be interested in a de-brief meeting and Mr. Tong said he would be happy to an off-line debrief.

- Ms. Davis said she has the TAC annual reports for 2019 and 2020 done, except for the goals that are set by the TAC members. Mr. Lewis asked Kim to circulate the draft annual reports to the Committee members. Mr. Lewis encouraged the TAC members to respond to Ms. Davis with a response and either reply all or reach out to Henry directly with the top 2-3 individual goals for the committee. Mr. Lewis said the Committee will need to figure out who will take the annual reports and goals to present it to the City Commission.

6. COMMUNICATION

7. FUTURE AGENDA ITEMS

No future items discussed

8. ADJOURNMENT

There being no further business, the meeting adjourned at 8:05 pm.

Respectfully Submitted,

Kimberly Davis
Senior Administrative Assistant