



CITY OF OREGON CITY TRANSPORTATION ADVISORY COMMITTEE (TAC) AGENDA

**Virtual Meeting
Tuesday, January 18, 2022 at 6:00 PM**

Contact kdavis@orcity.org for the link to participate in the meeting

CALL TO ORDER

ROLL CALL

APPROVAL OF THE MINUTES

1. Approval of Minutes from the November 16, 2021, Transportation Advisory Committee Meeting.

ADOPTION OF AGENDA (Agenda Analysis)

Committee members have the opportunity to move items to New Business/Discussion Items from Communications if they are interested in discussion. The Committee may also add an item to the agenda with the consensus of the Committee.

PUBLIC COMMENTS

Citizens are allowed up to 3 minutes to present information relevant to the City but not listed as an item on the agenda, however, the Chair has the discretion to waive limitations. Prior to speaking, citizens shall complete a comment form and deliver it to the Staff Member. When the Chair calls your name, proceed to the speaker table and state your name and city of residence into the microphone. The Transportation Advisory Committee Officers do not generally engage in dialog with those making comments but may refer the issue to the City Manager.

NEW BUSINESS / DISCUSSION ITEMS

2. Welcome New Committee Members
3. Public Works Report

ADJOURNMENT

COMMUNICATIONS

PUBLIC COMMENT GUIDELINES

Complete a Comment Card prior to the meeting and submit it to the City Recorder. When the Mayor/Chair calls your name, proceed to the speaker table, and state your name and city of residence into the microphone. Each speaker is given three (3) minutes to speak. To assist in tracking your speaking time, refer to the timer on the table.

As a general practice, the City Commission does not engage in discussion with those making comments. Electronic presentations are permitted but shall be delivered to the City Recorder 48 hours in advance of the meeting.

ADA NOTICE

The location is ADA accessible. Hearing devices may be requested from the City Recorder prior to the meeting. Individuals requiring other assistance must make their request known 48 hours preceding the meeting by contacting the City Recorder's Office at 503-657-0891.

Agenda Posted at City Hall, Pioneer Community Center, Library, City Website.

Video Streaming & Broadcasts: The meeting is streamed live on the Oregon City's website at www.orcity.org and available on demand following the meeting. The meeting can be viewed on Willamette Falls Television channel 28 for Oregon City area residents as a rebroadcast. Please contact WFMC at 503-650-0275 for a programming schedule.



CITY OF OREGON CITY

Staff Report

625 Center Street
Oregon City, OR 97045
503-657-0891

To: Transportation Advisory Committee
From: Senior Administrative Assistant-Kim Davis

Agenda Date: 01/18/2022

SUBJECT:

Approval of minutes from the November 16, 2021, Transportation Advisory Committee Meeting.

STAFF RECOMMENDATION:

Approve the minutes

OPTIONS:

1. Approve the minutes
2. Disapprove the minutes



1. CALL TO ORDER AND ROLL CALL

The Transportation Advisory Committee (TAC) meeting of **Tuesday November 16, 2021** was called to order by Chair Henry Mackenroth at 6:00 PM via a virtual Zoom Meeting.

Committee members present included Ray Atkinson, Cedomir Jesic, Bob LaSalle, Henry Mackenroth, Tim Morgan, Ben Simmons, and Tim Wuest. Savannah Ovaldia was absent.

Staff members present included John Lewis, Public Works Director, Vance Walker, Assistant Public Works Director, and Kim Davis, Senior Administrative Assistant.

2. APPROVAL OF THE MINUTES

Mr. Atkinson **moved to approve** the minutes of the **October 19, 2021**, and it carried **unanimously** by the following vote: Atkinson, Jesic, LaSalle, Mackenroth, Morgan, Simmons, and Wuest.

3. AGENDA ANALYSIS

- Speed limit on HWY 213
- Serres Farm addition

4. CITIZEN COMMENTS

No citizen comments were made.

5. NEW BUSINESS/DISCUSSION ITEM

a. Public Works Report

Major points were as follows:

- Mr. Lewis talked about the Tolling Values. He said the things that we are going to talk about are specifically related to the adopted 2013 TSP goals. Mr. Lewis said the Oregon Legislature passed House Bill 2017 – Keep Oregon Moving. He said this House Bill would help manage congestion and generate revenue. Mr. Lewis talked about the TAC values as they are related to tolling.
- Mr. Lewis gave an update on the All Roads Transportation Safety (ARTS), which is a grant that is safety focused. He talked about the Beaver Creek Road Corridor Improvements that will be funded by this grant.

- Mr. Lewis talked about the City Commission Goal #2, which is to invest in current and future capital needs for safe, sustainable infrastructure and City services. He talked about prioritizing projects in the Transportation Master Plan.
- Mr. Lewis gave an update on the City-Wide Traffic Counts. He said the 2020 traffic counts were pushed out a year due to Covid. He said the City hires a company to do the traffic counts.

6. COMMUNICATION

- No Communications were made.

7. FUTURE AGENDA ITEM

- Tim Morgan would like to continue the conversation about the speed limit on HWY 213.
- Tim Wuest talked about the new addition of housing that is going to go in off Holcomb Blvd. and the amount of traffic will increase on Holcomb Blvd. from that addition.

8. ADJOURNMENT

There being no further business, the meeting adjourned at 7:54 pm.

Respectfully Submitted,

Kimberly Davis
Senior Administrative Assistant



CITY OF OREGON CITY

Staff Report

625 Center Street
Oregon City, OR 97045
503-657-0891

To: Transportation Advisory Committee
From: Public Works Director John M. Lewis, PE

Agenda Date: 01/18/2022

SUBJECT:

Welcome New Committee Members

STAFF RECOMMENDATION:

Welcome new Committee members Miles Tach and Bruce Fries.

EXECUTIVE SUMMARY:

On January 5, 2022, Mayor Rachel Lyles Smith appointed Miles Tach and Bruce Fries as two new Committee members. Mayor Lyles Smith also reappointed Henry Mackenroth and Ray Atkinson.

BACKGROUND:

The Transportation Advisory Committee consists of 7-9 members that have rotating three-year terms. Interviews were conducted by Mayor Lyles Smith, along with City staff, on December 20, 2021.

Position No. 1	Benjamin Simmons	01-01-2021 to 12-31-2023	At-Large
Position No. 2	Opening	01-01-2021 to 12-31-2023	Chamber of Commerce
Position No. 3	Tim Morgan	01-01-2021 to 12-31-2023	At-Large
Position No. 4	Bruce Fries	01-01-2022 to 12-31-2024	At-Large
Position No. 5	Ray Atkinson	01-01-2022 to 12-31-2024	Neighborhood Association
Position No. 6	Henry Mackenroth	01-01-2022 to 12-31-2024	At Large - Two Terms
Position No. 7	Miles Tatch	01-01-2020 to 12-31-2022	Neighborhood Association
Position No. 8	Cedomir Jesic	01-01-2020 to 12-31-2022	Non-Resident, Third Term
Position No. 9	Savanah Ovaldia	01-01-2020 to 12-31-2022	At-Large



2022 Meeting Schedule

The following meeting dates are the 3rd Tuesday of each month at 6:00 p.m. virtually via Zoom.

January 18, 2022
February 15, 2022
March 15, 2022
April 19, 2022
May 17, 2022
June 21, 2022
July 19, 2022 (if needed)
August 16, 2022 (if needed)
September 20, 2022
October 18, 2022
November 15, 2022
December 20, 2022 (if needed)

City Staff:

John Lewis, P.E., Public Works Director
Vance Walker, Asst. Public Works Director
Kimberly Davis, Senior Administrative
Assistant

City of Oregon City Transportation Advisory Committee Bylaws

Established: 11/4/09
through R 09-27
Amended: 6/19/13
through R 13-20
Amended: 8/17/16
through R 16-24

Article I. Name

- A. The name of this committee is Transportation Advisory Committee

Article II. Purpose, Authority and Duties

- A. The purpose of the Transportation Advisory Committee (TAC) is to serve as an advisory body to provide advice to the City Commission, Planning Commission and Urban Renewal Agency on the development of a City Transportation System and other transportation and land use matters relevant to the city of Oregon City, as well as guide preparation of transportation plans and programs, including the Neighborhood Traffic Fact Sheet.
- B. The TAC shall have the authority to establish appropriate subcommittees including, but not limited to mass transit, pedestrian, bicycle, traffic safety, neighborhood traffic management and capital improvement.
- C. The duties of the TAC are to review transportation issues that have been referred to the committee and make recommendations on these issues. The TAC also reviews and makes recommendations on the City's TSP. TAC members may also be asked to attend meetings that relate to transportation issues that may have an impact on the city.

Article III. Membership

- A. The Mayor appoints each member to the TAC.
- B. The TAC consists of at least seven and as many as nine members. All of which shall be residents in the city limits of Oregon City, except for:
1. Up to one member who may reside or work outside the city limits but whose work or residence shall be limited to the 97045 and 97004 zip codes.
 2. Up to two members who shall be business owners in the city limits of Oregon City that may not live in Oregon City.
- C. The committee is composed of two members of City-recognized neighborhood associations, one active member of the Oregon City Chamber of Commerce and the remaining members being appointed at large.
- D. Vacancies are filled in the same manner as the original appointments.
- E. Terms of the TAC shall continue to be overlapping three-year terms.
- F. All members shall serve without compensation.

Article IV. Officers and Staffing

- A. Officers. The officers consist of a chair and a vice-chair who shall be selected by the membership and who shall serve at the pleasure of the membership for a two-year term. Nominations and election of new officers shall be taken at the TAC meeting immediately following the Mayor's appointment of TAC members and shall take office the following month. Officers may be reelected. In the event that an officer is

unable to complete the specified term, a special election shall be held for the completion of the term.

- B. Chair. The chair shall have general supervisory and directional powers over the TAC. The chair shall preside at all TAC meetings and review TAC agendas with the staff liaison. The chair shall also be an ex-officio member of all subcommittees and shall be the designated spokesperson for the TAC unless this responsibility is delegated in writing.
- C. Vice-Chair. The vice-chair, in absence of the chair, shall have general supervisory and directional powers over the TAC. The vice-chair shall preside at all TAC meetings and review TAC agendas with the staff liaison, and generally conduct all business delegated to the chair, in his or her absence.
- D. Staff. The City of Oregon City will provide staff support to the TAC for meeting notification, processing the work, minute preparation, copying and information gathering to the extent the City budget permits.

Article V. Organizational Procedures

- A. The TAC shall hold meetings a minimum of six times per calendar year.
- B. Fifty-one percent of the membership of the TAC shall constitute a quorum. The concurrence of a majority of the TAC members present shall be required to decide any matter.
- C. All members who are present at a TAC meeting, including the chair and vice-chair, are allotted one vote each on all motions.
- D. The Bylaws may be repealed or amended, or new bylaws may be adopted by a majority vote of the TAC on its own initiative. The repealed, amended, or new bylaws shall not violate City Ordinances. If any provisions of these bylaws conflict with City ordinances, State law, or constitutional provisions, those other provisions will take precedence over the TAC's bylaws.
- E. The bylaws as repealed, amended or new bylaws shall be presented and adopted by the City Commission by resolution.
- F. The parliamentary authority for the TAC is Robert's Rules of Order Revised except where superseded by these Bylaws or local, state or federal law.
- G. Individuals being considered for appointment to the TAC must be willing to dedicate to, at a minimum, six-monthly meetings in a calendar year. A scheduled meeting may be set aside upon agreement of a majority of the TAC.

Article VI. Duties of Officers

- A. The chair or vice-chair, in addition to the duties of Article IV shall preserve order and decorum at TAC meetings.
- B. The chair may assess the audience at the beginning of the meeting, and with the consent of the TAC announce reasonable time limits.
- C. The chair shall summarize the issues to be addressed and the criteria to be applied prior to the public hearing testimony.
- D. The chair shall ask for a response and opinion from the members of the TAC.
- E. The chair may mentor the vice-chair.
- F. The chair may appoint TAC members to specific project or committees.
- G. The chair or vice-chair shall confer with the Public Works Director and/or designee on a regular basis outside scheduled meetings concerning the direction each expects of the TAC.

- H. In conjunction with the Public Works Director, the chair shall orient the new members.

Article VII. Duties of the Committee

- A. Attendance:
1. After three (3) consecutive absences of any member of the TAC (within the calendar year), the TAC members will discuss the member's attendance and shall by a quorum reach a decision about their continued membership on the TAC. If a vacancy occurs, it will be filled in the regular manner.
 2. Prior to TAC meetings, members who will not be in attendance shall notify both City staff and the TAC Chair via phone or e-mail.
- B. Prior to TAC meetings, members are encouraged to read all information packets and visit sites that are the subject of discussion.

Article VIII. Goals and Objectives

- A. The TAC shall review the City Commission goals annually for establishment of TAC goals that enhance and augment those of the City Commission.
- B. The TAC shall prepare and present a report for the City Commission on goals and accomplishments annually.
- C. The TAC shall review the Roadway Improvement Program annually.
- D. The TAC shall review the Oregon City Transportation System Plan every five years.
- E. The TAC shall review Transportation System Development Charges every five years.



CITY OF OREGON CITY

Staff Report

625 Center Street
Oregon City, OR 97045
503-657-0891

To: Transportation Advisory Committee
From: Public Works Director John M. Lewis, PE

Agenda Date: 01/18/2022

SUBJECT:

Public Works Report

TOPICS:

1. Hwy 213 Speed Limit Update
2. Trillium Park Drive Roadway Update
3. OC Shuttle Update
4. Park Place Urbanization Plan Update
5. Oregon City-West Linn Bike and Pedestrian Bridge Concept Plan Letter of Support