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# CITY OF OREGON CITY TRANSPORTATION ADVISORY COMMITTEE AGENDA

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City Hall Commission Chambers, 625 Center St., Oregon City, OR 97045  
Thursday, March 13, 2025 at 6:00 PM

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Ways to participate in this public meeting:

- Attend in person, location listed above. Please see the public comment guidelines below.
- Attend the livestream of the meeting on the City's YouTube Channel:

<https://www.youtube.com/user/CityofOregonCity>

- Register to provide electronic testimony (email [ameeker@orcity.org](mailto:ameeker@orcity.org) or call 971-204-4656 by 3:00 PM on the day of the meeting to register)
  - Email [ameeker@orcity.org](mailto:ameeker@orcity.org) (deadline to submit written testimony via email is 3:00 PM on the day of the meeting)
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## 1. CALL TO ORDER AND ROLL CALL

## 2. APPROVAL OF THE MINUTES

- a. Meeting Minutes - January 9, 2025

## 3. AGENDA ANALYSIS

## 4. PUBLIC COMMENTS

*Please see the public comment guidelines below.*

## 5. NEW BUSINESS/DISCUSSION ITEMS

- a.
  - Committee Best Practices, Guidelines, and Rules
  - Interview Questions
  - Appealing an Oregon Speed Zone Review Outcome

## 6. PUBLIC WORKS REPORT

- a.
  - Local Street Standards by Dayna Webb
  - Evacuation Plan General Information by Vance Walker
  - Signage at Trillium Park HOA by Vance Walker
  - 3-Way Stop Sign at Gaffney Lane and Berta Drive by Vance Walker

## 7. COMMUNICATIONS

## 8. FUTURE AGENDA ITEM

## 9. ADJOURNMENT

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### PUBLIC COMMENT GUIDELINES

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Complete a Comment Card prior to the meeting and submit it to the clerk. When the Chair calls your name, proceed to the speaker table, and state your name and city of residence. Each speaker is given 3 minutes to speak. As a general practice, the committee does not engage in discussion with those making comments. Complaints shall be addressed at the department level prior to addressing the committee.

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**ADA NOTICE**

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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](#) 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 TRANSPORTATION ADVISORY COMMITTEE MINUTES

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Commission Chambers, City Hall, 625 Center Street, Oregon City  
Tuesday, January 9, 2025

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## 1. CALL TO ORDER AND ROLL CALL

Chair Ben Simmons called the meeting to order at 6:00 PM.

**PRESENT** – 4 Committee members present included Chair, Ben Simmons, Bruce Fries, Christian Wadsworth, and Tim Morgan

**ABSENT** – 3 Cedomir Jesic, Julie Hernandez and Raymond Rendleman

**STAFFERS** – 3 Dayna Webb, Public Works Director, Vance Walker, Assistant Public Works Director, Audrey Meeker, Senior Administrative Assistant

## 2. APPROVAL OF THE MINUTES

A motion was made to approve the minutes by Tim Morgan, the Committee members unanimously approved. The motion was carried by the following vote: Yea: 4 – Chair, Ben Simmons, Christian Wadsworth, and Bruce Fries. Nay: 0.

## 3. AGENDA ANALYSIS

- Mr. Morgan requested adding the City’s fire evacuation plan to the agenda.
- Public Works staff confirmed that it is scheduled agenda item at an upcoming meeting.

## 4. PUBLIC COMMENTS

- No public comments were made.

## 5. NEW BUSINESS/DISCUSSION ITEM

### a. Transportation Advisory Committee Member Appointment

Topics covered were as follows:

- Mayor McGriff will re-appoint Bruce Fries at the January 15, 2025, City

January 9, 2025  
Transportation Advisory Committee  
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Commission meeting.

b. Chair and Vice Chair Positions

Topics covered were as follows:

- Mr. Ben Simmons was elected Chair; motion made by Ms. Wadsworth, all were in favor
- Mr. Tim Morgan was elected Vice Chair; motion made by Mr. Fries; all were in favor.

c. Meeting Frequency Change

Topics covered were as follows:

- City staff requested that the Transportation Advisory Committee consider decreasing the number of meetings each year. By meeting every other month, Staff and TAC members will have more substantial topics and meaningful discussions.
- Per bylaw, the committee is required to hold a minimum of 6 meetings annually. By changing the meeting to every other month, the committee will meet requirements.
- The Committee members will hold all meetings on the calendar, every other meeting will be listed as tentative. If a topic such as the Transportation System Plan arises, the members agree to meet and if a meeting needs to be rescheduled the alternated months are available to meet the bylaw requirement.
- A motion was made by Chair, Ben Simmons, to adopt the new 2025 meeting schedule as listed and the lined-out meetings to be “as needed”. The motion was seconded by the newly elected Vice Chair, Tim Morgan. The Committee members unanimously approved the motion.

d. Interview Questions

Topics covered were as follows:

- The Transportation Advisory Committee has used the same interview questions for many years. The committee members will review and return to the March meeting with any suggested changes to keep them current and relative.

e. Establishing and Appealing Oregon Speed Zones

Topics covered were as follows:

- This topic was requested by Mr. Rendleman who couldn't attend the meeting. The topic will return to the next meeting agenda.

## 6. PUBLIC WORKS REPORT

### a. Traffic Counts

Topics covered were as follows:

- 2024 traffic counts have been completed and are available on the City's website.

### b. Washington Street Corridor Concept Design

Topics covered were as follows:

- The Washington Street Corridor Concept Design is a \$4M Federal Earmark that was awarded to the City in March 2024 for modernization of road systems and provides easier, safer access to community, retail, and entertainment facilities around the proposed project.
- The Concept was shared with and approved by the City Commission in November 2024.
- This is a federally funded project which Oregon City is not certified to deliver and will work with ODOT to complete the following items:
  1. Amend the State transportation improvement program (money spent within the state on transportation)
  2. Amend Metropolitan transportation improvement program (money spent on metro boundary on transportation)
  3. Execute an IGA with ODOT to deliver the project. An IGA with ODOT takes approximately 6-9 months to complete. The City expects it to be ready in September 2025.
  4. Request a proposal with ODOT for design consultant services. Design is expected to start in October 2025.
  5. A handful of property acquisitions are Urban Renewal properties.
  6. The goal is to award the construction project in August 2027.
- Ms. Webb walked through the conceptual design for Washington Street improvements, including sidewalks, ADA compliant sidewalks with street lighting, ADA ramps on corner, RRFB connecting the parking at Amtrak site to the End of the Oregon Trail, along with many more details that can be found in the presentation.

### c. Winter Weather Preparation

Topics covered were as follows:

- Public Works checks weather reports, ODOT trip check (5+ cameras in the city limits) to monitor weather.
- When inclement weather is expected, Public Works and the Police Department are in communication and the PD will alert PW's at the first signs of weather changes.
- The Public Works Streets Division will begin routes to sand, deice or

plow roads based on priority routes. Maps can be found on the City's website.

- Public Works purchased a new Patch Truck, which allows the City to patch holes even in cold weather because it has a feature that keeps asphalt hot.

d. Holcomb Blvd Update

Topics covered were as follows:

- All storm drainage work has been completed.
- There have been some delays related to working with Lumen. The City may need to hire contractors to find lines and charge Lumen for work.
- Paving would likely begin in the Spring; the weather must be warmer for pavement to set.

**7. COMMUNICATION**

There were no communications added to the meeting agenda.

**8. FUTURE AGENDA ITEM**

- a. Interview Questions
- b. Emergency Evacuation Plan for the City
- c. Committee Best Practices, Guidelines, and Rules
- d. I-205 Abernethy Bridge Update

**9. ADJOURNMENT**

Chair Ben Simmons adjourned the meeting at 6:43 PM.

Respectfully submitted,

*Audrey Meeker*

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Audrey Meeker, Senior Administrative Assistant



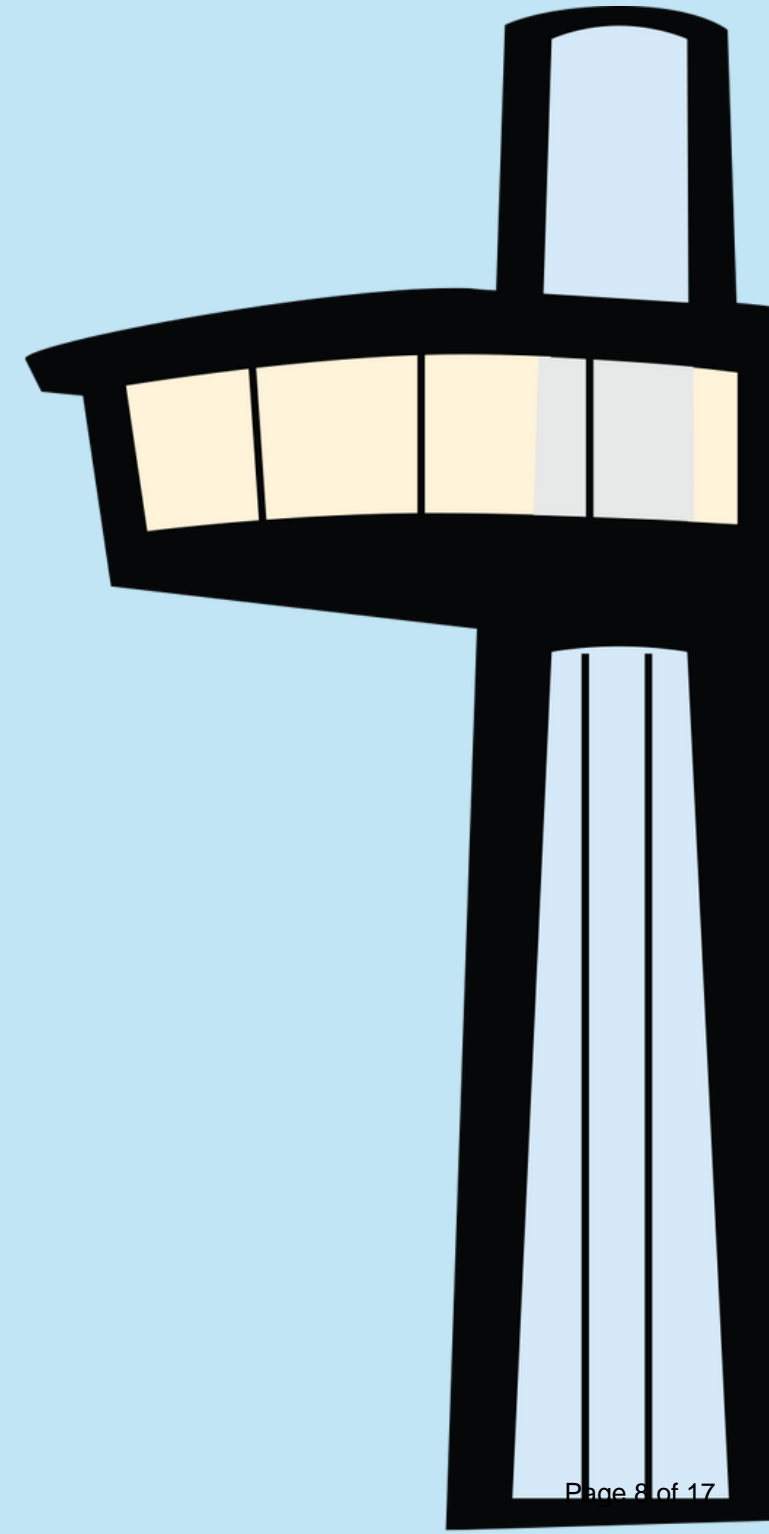
# Transportation Advisory Committee Meeting

March 13, 2025



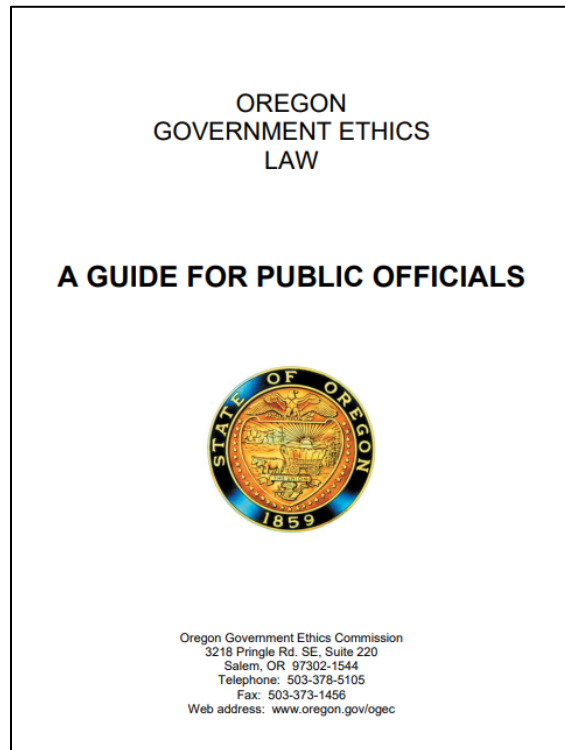
# NEW BUSINESS

- **Committee Best Practices, Guidelines, and Rules**
- **Interview Questions**
- **Appealing an Oregon Speed Zone Review Outcome**



# Attorney General's Public Records and Meetings Manual 2024

# COMMITTEE BEST PRACTICES, GUIDELINES AND RULES



Oregon Government Ethics Commission  
Chapter 199  
Division 50  
PUBLIC MEETINGS LAW



<https://www.doj.state.or.us/oregon-department-of-justice/public-records/attorney-generals-public-records-and-meetings-manual/>

<https://secure.sos.state.or.us/oard/displayDivisionRules.action?selectedDivision=8585>

<https://www.oregon.gov/ogec/Documents/2021%20PO%20Guide%20Final%20Adopted.pdf>

<https://jurassicparliament.com/>

Name of Interviewer: \_\_\_\_\_

Name of Candidate: \_\_\_\_\_

Date of Interview: \_\_\_\_\_

## TAC Interview Questions

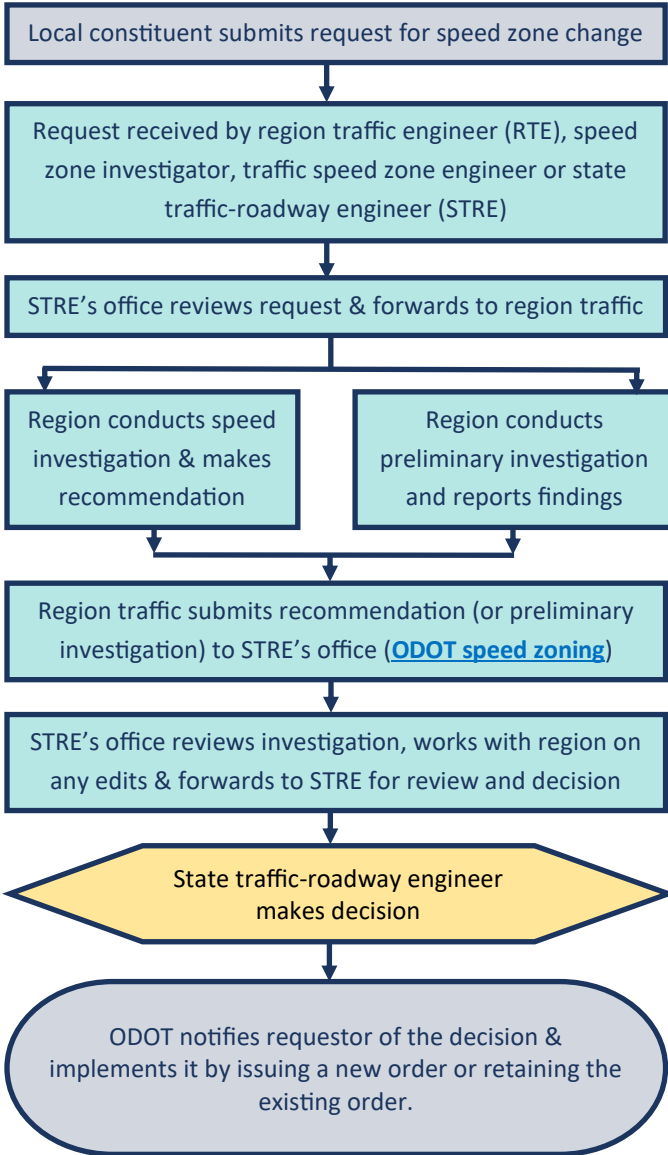
1. Why do you want to be on the TAC?
2. Are you familiar with the stated purpose of the Committee?
3. Is there a specific transportation issue that you are most concerned about or passionate about?
4. What modes of transportation are you knowledgeable about and which ones do you use?
5. What are the primary transportation issues facing Oregon City?
6. What do you think is your greatest asset that you would bring to the TAC?
7. What is the relationship between land use and transportation?
8. The committee meets once a month from 6:00 – 8:00 pm. Are you able to commit to attending these monthly meetings?
9. Do you have any questions for us?

# Process for Establishing Speed Zones

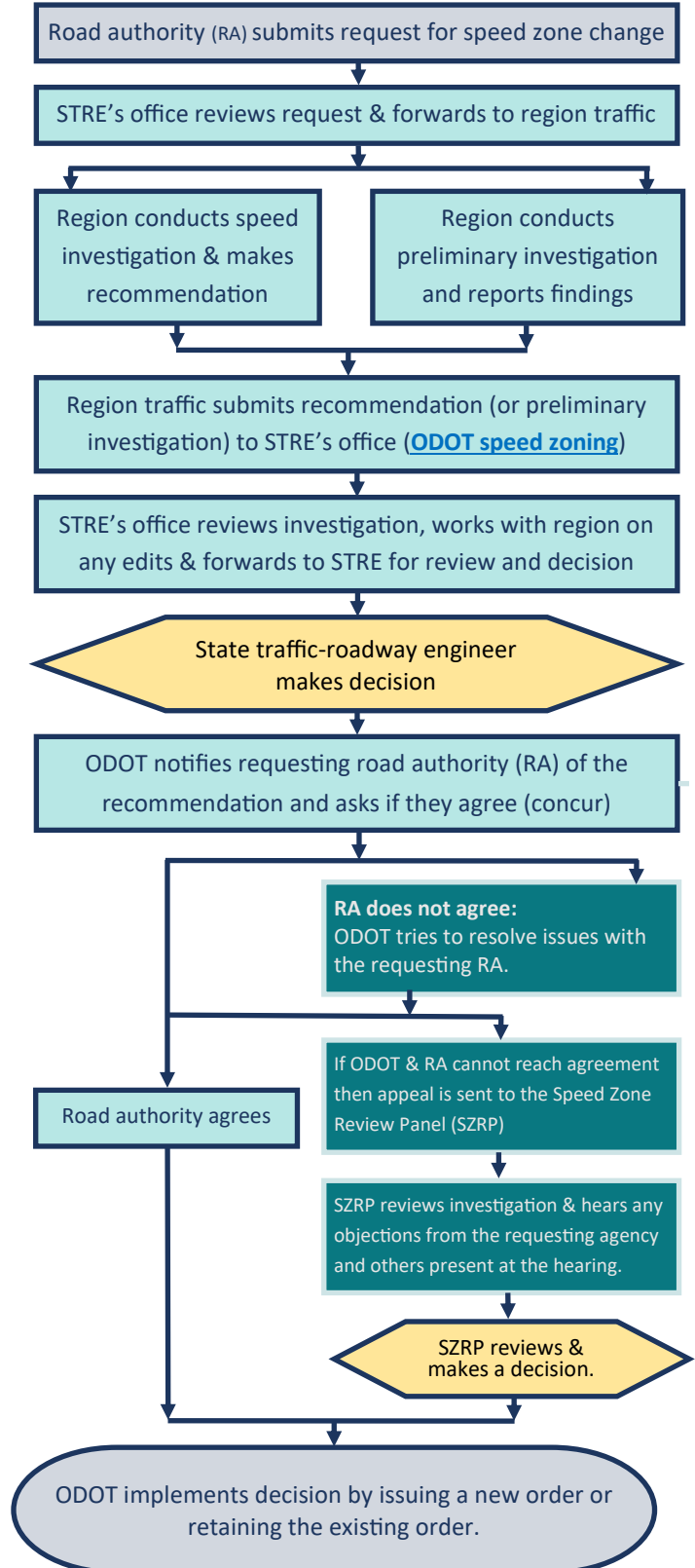
(For cities and counties **WITHOUT** delegated authority as described in [OAR 734-020-0013](#))

Updated 02/2023

## Rural State Highways



## State Highway Within City Limit, County Roads, City Streets



# **PUBLIC WORKS REPORT**

**Dayna Webb, P.E., Public Works Director**

**Vance Walker, Assistant Public Works Director**

- **Local Street Standards**
- **Evacuation Plan General Update**
- **Signage at Trillium Park HOA**
- **3-Way Stop Sign at Gaffney Lane and Berta Drive**



# Local Street Standards



# EVACUATION PLAN – QUICK UPDATE



# SIGNAGE AT TRILLIUM PARK HOA



- **Gilman Drive - Speeding**
  - Traffic counts and speed data will be collected through a Covert Speed Box on Gilman drive in response to speeding reports
  - “No Parking” signage to be posted where Gilman turns into Wake Robbin Circle



- **Additional Signage on Davis Rd.**
  - Currently, there are two “No Outlet” signs on Davis, but an issue still exists where Davis intersects with Trillium Dr. [red X]
  - A “No Truck Traffic” sign is being considered at Davis at Division [green X] where Gilman turns into Wake Robbin Circle
- **Speed Hump Request by Trillium Park HOA**

# 3-WAY STOP AT GAFFNEY LANE & BERTA DRIVE

- The City is considering to make the intersection of Gaffney Lane and Berta Drive a 3-way stop.
- There have been several requests from the public
- The intersection does not currently meet the criteria needed to convert to a 3-way stop but given the uniqueness of the intersection, and public inquires, the City is considering it.
- The City is looking for feedback from the Transportation Advisory Committee.





Questions? Comments?