

## Steering Committee Meeting

Tuesday, January 27, 2015  
6:00 p.m. – 8:00 p.m.  
Madison Avenue Meeting Room  
500 SW Madison Ave., Corvallis OR 97339



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### Members Present

Steve Rogers, Chair, *retired City Public Works Director*  
Hal Brauner, *City Council Liaison (non-voting)*  
Jeff Barricks, *Safeway Store Manager*  
Theresa Conley, *OCWCOG, Metropolitan Planning Coordinator and Corvallis Sustainability Coalition*  
Stephan Friedt, *Transit Advisory Board*

Meghan Karas, *Bicycle and Pedestrian Advisory Board*  
Roger Lizut, *Corvallis Planning Commission*  
Juliana Recio, *Access Benton County*  
Jay Thatcher, *South Corvallis Neighborhood Association*  
Meredith Williams, *OSU Transportation Services*

### Members Absent

Nick Fowler, *Economic Development Advisory Board*

Mark O'Brien, *Corvallis Chamber of Commerce*

### Staff and Project Team

Robyn Bassett, *City of Corvallis*  
John Bosket, *DKS Associates*  
Scott Chapman, *Nelson/Nygaard*

Valerie Grigg Devis, *ODOT*  
Stacy Thomas, *JLA Public Involvement*  
Jessica Pickul, *JLA Public Involvement*

### Members of the Public and Other Attendees

Jen Akeroyd  
Gary Angelo  
Mike Beilstein  
Ali Bonakdar  
Dave Eckert  
Greg Gescher  
Bob Greenwade  
Elmer Griffiths  
Jeff Hess  
Larry and Rebecca Landis

Susan Morre  
Shelly Murphy  
K.J. Phillips  
Amy Ramsdell  
Court Smith  
Mary Steckel  
Marge Stevens  
Brad Upton  
Stewart Wershow  
Robert E. Wilson

## Welcome and Introductions

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Steve Rogers, SC Chair, welcomed everyone to the first Corvallis Transportation System Plan project Steering Committee (SC) meeting. The SC members and his role as chair were appointed by the City of Corvallis City Council.

Corvallis' current TSP was adopted in 1996. Steve worked on the current TSP as the City's Transportation Division Manager. The TSP will be updated as part of this project and the SC will look at existing and future conditions and at how this effort relates to other plans, such as the Metropolitan Planning Organization Transportation Plan and the Benton County Transportation Plan.

Steve reviewed the meeting agenda and then led project team introductions. He noted that Tom Brennan, a Project Manager at Nelson/Nygaard, was unable to attend the first meeting. Steve then asked for SC members to introduce themselves and provide a response to: **“What one issue is the most important issue to cover with this planning effort?”** The following is a summary of members' responses:

- *Stephan: Make our transportation system better than it is, even though it is already good. Transit is a part of that system.*
- *Roger: Integrate transportation plans with land use plans.*
- *Theresa: Improve regional connectivity.*
- *Meredith: Produce an updated plan that is relevant to today.*
- *Juliana: Improve regional connectivity and accessible transportation.*
- *Jeff: Ensure freight can be kept healthy. A growing community and added congestion can be an obstacle.*
- *Meghan: Find more funding to improve bike infrastructure.*
- *Jay: Focus on the social impacts of the transportation plan, such as sustainability and health of the community.*
- *Hal: In addition to what was already stated, integrate the TSP update with regional plans and goals and include multi-modal solutions.*
- *Steve: Ensure needed improvements have adequate funding, including funding for bicycle facilities. Improve transit speed.*

## Orientation and Project Kick Off

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Robyn Bassett, the City's Project Manager for this project, discussed why the TSP is being updated. The current TSP was developed 19 years ago, making it outdated and out of sync with community needs. The City needs a plan that accounts for its current growth and development. With a current, updated TSP, the City can more successfully compete for grants. The updated TSP will be reviewed and adopted by City Council at the end of the project.

Robyn discussed the development of the Transit Development Plan, also part of the project. A transit plan was drafted in 1997, but was not adopted. The TDP will serve as a ten-year

planning document, assessing existing assets and future improvements. It will also address improving system efficiencies and identify needed funding.

The City decided to pursue this project because it is a great opportunity to engage the public to determine the transportation needs of Corvallis now and into the future. Robyn noted that the Oregon Department of Transportation is funding the project. Robyn emphasized that this planning effort will be in partnership with various stakeholder groups and planning efforts. It is important that City policies sync with County and State policies and that the TSP and TDP represent the various facets of the community.

### ***Relationship to Other Plans***

Robyn Bassett reviewed a diagram that illustrates how the TSP and TDP relate to other area plans. She explained that there are many related regional and local plans and they support each other when applying for future project funding. There are currently many planning efforts occurring in the region. Robyn and other project staff will be involved in integrating and coordinating with these other processes.

### ***TSP Overview***

John Bosket, Project Manager at DKS Associates, explained that the TSP update and the TDP will be completed through a similar and parallel process – the Committee will be reviewing many of the same deliverables for each plan.

Regarding the TSP, John told the SC that it is helpful to think about what the transportation system will look like in 20 years if nothing changes, then compare that to what would be desired to support the community’s goals for livability and growth. The updated TSP should tell us how to get from the former condition to the latter. Updating the TSP is a process of discovery –both analysis and public input will shape the work.

John reviewed the project schedule. The SC is scheduled to meet six times throughout the three-year project. If needed, the SC may hold additional meetings or topical sub-committee meetings.

John discussed the three phases of the project and what work the SC will cover in their upcoming meetings. During the “Understand” phase, the project will look at how well things are functioning now and how the current system will function in 20 years. The “Evaluate” phase will focus on solutions; potential projects and programs, including recommendations to standards and policies. Recommendations will be reviewed in the final phase. John emphasized that the community will play an important role in shaping what is included in the final plan.

### ***TSP Key Elements***

John Bosket reviewed the TSP’s key elements. The TSP will include:

- a new vision, goals, and policies to guide investment decisions consistent with the community’s desired future
- performance measures to determine how the plan is working

- updated prioritized project lists for all modes
- recommended programs
- updated standards for proper operation and construction
- an evaluation of revenue streams
- suggested policy and code amendments

John emphasized that transportation funding is not unlimited and therefore, the TSP will prioritize what projects compete for funding.

### ***TDP Overview and Key Elements***

Scott Chapman, Senior Associate at Nelson/Nygaard recognized that the community takes pride in its transit system. With the TDP, the City will develop a road map for the future of transit. This roadmap will fill current gaps in the system and will meet both current and future needs.

Sharing a similar process as the TSP, the TDP will include a review of existing and future transit conditions, draft transit solutions and evaluations, and a final recommendation for transit solutions. A complete review of the existing system will include: the fixed route system and route-level performance; an ADA paratransit review; a market analysis; asset management; a funding analysis; and system technology.

### **Steering Committee Overview**

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Stacy Thomas, Project Manager at JLA Public Involvement, reviewed the project's decision making structure. The City Council is the project's final decision maker. The PMT will make recommendations to the City Council based on technical analysis and stakeholder input, which includes feedback by the SC and the Technical Advisory Committee. The TAC roster is being developed, and is anticipated to be comprised of City and County staff, CAMPO representatives, OSU planning, and other partners. All SC meetings are open to the public and include a public comment period.

Public comment was scheduled at the end of this meeting to allow attendees to listen to the presentation, as it may have answered many questions. Going forward, it may not always be at the end of the meeting.

Stacy then reviewed the draft SC Draft Roles, Responsibilities and Meeting Guidelines. She explained that the SC was formed to bring a broad community perspective to the project. If a member misses a meeting, Robyn Bassett will bring them up to speed before the next meeting to ensure that at each meeting, all members can hit the ground running. Because members were appointed by City Council, they may **not** select an alternate for the SC. Members are encouraged to contact Robyn with comments or questions throughout the project.

### **Group Discussion:**

- Steve Rogers suggested that it's important that members keep their groups up-to-date as best they can to avoid community members feeling like they weren't informed or involved.
- Steve noted that it is important to understand that additional requests for information by SC members can add to the project cost. He recommends that the SC should discuss and decide if information requests are appropriate before they are made. The SC agreed. Stacy will add this to the SC Guidelines.
- Jay Thatcher asked who will be facilitating the SC meetings. Steve will facilitate the meetings, with support from Stacy and the project management team.
- Robyn's mailing address should to be added to the Guidelines as a way to submit comments and/ or questions.
- It was noted that "City Council" needs to be added to introduction of the decision making section of the Guidelines as group feedback will be made to both the PMT and the City Council.

The SC Roles, Responsibilities and Meeting Guidelines were adopted, with the addition of the previously mentioned changes.

### **Public Involvement Overview**

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Public Involvement is a critical part of this process. Robyn Bassett stressed it is important to the City that we understand community desires while developing this plan and emphasized that all feedback is welcome. She explained that there is an online comment form on the project website (CorvallisTSP.org) that forwards all questions and comments to the project team.

Stacy Thomas explained that the project team is developing the Public Involvement and Communications Plan and was looking to the SC for guidance on approaches and audiences.

Stacy reviewed the project draft **public involvement goals**, which include:

- 1) Communicating complete, accurate, understandable and timely information;
- 2) Actively seeking participation and input;
- 3) Providing meaningful involvement opportunities; and
- 4) Considering local policies, goals and objectives.

She urged the committee to let staff know if something is missing or is not accurate.

Stacy then reviewed an initial list of key stakeholder groups and engagement activities and asked for SC feedback. The following is a summary of SC suggestions:

#### ***Additional groups to communicate with:***

- *Accessibility groups*
- *Senior Services Advisory Council and Senior Disability services*
- *Dial-a-bus list*
- *Special Transportation Fund (STF) Advisory Committee*
- *Statewide freight, including Costco and Safeway*

- *Corvallis Independent Alliance*
- *Preservation Works*
- *Linn-Benton Local Public Safety Coordinating Council*
- *Oregon Health Equity Alliance*
- *Minority groups*
- *Linn-Benton Community College*
- *Corvallis School District*

**Additional events to attend to do community outreach:**

- *OSU events, especially the “Where It’s At Fair”*
- *Small Group Briefings at OSU*
- *Councilor Ward meetings*
- *Landlord associations*
- *Corvallis Sustainability Coalition: Sustainability Fair*

**Public Comment**

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Steve Rogers invited members of the public to raise questions or comments. The following is a summary of those comments:

- **Susan Morre**, *Land Use Action Team and the Sustainability Coalition*, asked the project team how the plan will coordinate with other planning efforts.
  - Robyn Bassett acknowledged that there are many related planning efforts and that the project team will strive to integrate and coordinate with them.
- **Dave Eckert**, *Healthy Streets, Healthy Streams*, encouraged committee members to review the *Healthy Streets, Healthy Streams plan*. The plan was federally funded and looked at roadway solutions and drainage issues. He suggested that the project team review local code to ensure it accounts for water drainage as part of this project.
- **Gary Angelo**, *College Hill Neighborhood Association President*, asked that while traffic planning is typically done from the driver’s point of view, the committee consider the perspective of others on the street.
  - Steve Rogers asked Gary about a traffic plan that was previously done for the College Hill neighborhood and whether it would be worthwhile to consider as part of this project. Gary agreed the neighborhood plans would be helpful to review.
- **Jen Akeroyd** asked if there is a member of the SC that represents public health since it is an important part of transportation planning.
  - Robyn responded that no one on the SC represents public health, but suggested that someone focused on this topic be added to the Technical Advisory Committee.
- **K.J. Phillips** provided the committee with several issues:
  - *She lives on a street that has broken pavement, yet is designated as a neighborhood collector. The SC should make sure collector streets meet engineering standards.* Robyn thanked her for her feedback and responded that the TSP will not focus on operations and maintenance issues like water runoff and drainage.
  - *She also asked if anyone on the SC is a developer.* Robyn responded that there are no developers on the SC.

- *She asked that project staff quantify the public input. Stacy Thomas responded that all public involvement activities are measured, reviewed and assessed by the project team. At the conclusion of each public outreach period, a summary of community feedback and participation will be made available to the public.*
- *49<sup>th</sup> Street experiences major issues with water drainage.*
- *Social media is a good way to get the word out in the community, but how do you assess what comes from within the community and what comes from those that don't live here?*
- *Plan for major events, disasters, evacuations, and emergency response.*
- *Pay attention to state goals for public involvement on this project.*
- *Gather feedback from the neighborhood association presidents.*
- **Jeff Hess** *asked the committee to look at contemporary studies that show how reducing parking will motivate people to use alternative forms of transportation and transit. Parking districts are a key component to this strategy. We just lost a parking district vote in Corvallis, but this a sustainability issue.*
- **Bob Greenwade** *asked about the topic workshops shown on the project schedule.*
  - *John Bosket explained that groups will offer people different ways to engage with the project. There will be sessions that will be just focused on a particular topic (i.e. transit, bike and pedestrian options, or motor vehicles) and so people can focus their attention on what interests them most.*
- **Barbara Bull**, *City Councilor, made several comments, including:*
  - *City Councilors are working on goals that relate to this project and it would be helpful to coordinate our efforts.*
  - *She encouraged involvement with OSU, Linn Benton Community College and the Corvallis school district.*
  - *She would like assurance that land use strategies will be adequately evaluated as part of the project. She is concerned that in order to effectively analyze land use strategies, we need good quality data such as a current buildable lands inventory and population and employment projections. She would like to know from State officials what the possibilities are for getting updated local data, or what is needed from the City in order for that to happen.*
  - *She is concerned that substantial funds are being expended on this work, and it would be a shame to be running future scenarios based on demonstrably inaccurate assumptions from an outdated TSP or Comp Plan and a very old Buildable Lands Inventory. It appears that there will be some time dedicated to reviewing existing related plans, perhaps attention to this topic could be prioritized in case early action could improve the outcome of this project.*

## Next Steps and Conclusion

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The next SC meeting will be held this spring. Once we get a better sense of the schedule, staff will send SC members an online poll to check meeting availability, followed by an invitation. Steve Rogers polled the SC members about the time of the SC meetings and members agreed to meet from 5:00 p.m. to 7:00 p.m. at future meetings.

Meredith Williams asked how the intersections for the traffic counts were selected. John Bosket explained that staff considered intersections of major streets (i.e., arterials and collectors), intersections with known problems, those analyzed in prior studies, and key intersections on transit routes, then vetted the list with City staff.

Action items for the project team and SC were reviewed. Steve asked that SC members read the current TSP and Transit Master Plan before the next meeting to provide some context for what has been planned. The project team will make those documents, in addition to the Healthy Streets, Healthy Streams report, available in the “Library” section of the project website.

**Action Items for Project Team:**

Action	Responsibility	Estimated Completion	Date Complete
Update SC Roles, Responsibilities & Meeting Guidelines with SC edits and additions	JLA Public Involvement	2 weeks	
Update Public Involvement Plan with SC and public suggestions with stakeholders and events	JLA Public Involvement	2 weeks	
Review existing plans	DKS & Nelson/Nygaard	Before next meeting	
Review local code and policies for potential updates	Angelo Planning Group	Before next meeting	
Review data from existing system	DKS & Nelson/Nygaard	Before next meeting	
Add Healthy Streets, Healthy Streams report to website	JLA Public Involvement	2 days following meeting	

**Steering Committee Homework:**

Deliverable/ Task	Link
Review Existing TSP	<a href="http://corvallistsp.org/files/library/corvallis_tsp_1996.pdf">http://corvallistsp.org/files/library/corvallis_tsp_1996.pdf</a>
Review CAMPO Transportation Plan	<a href="http://www.corvallisareampo.org/Page.asp?NavID=5">http://www.corvallisareampo.org/Page.asp?NavID=5</a>
Review Healthy Streets, Healthy Streams	<a href="http://corvallistsp.org/files/Related%20Plans/hshs.pdf">http://corvallistsp.org/files/Related%20Plans/hshs.pdf</a>

Steve concluded the meeting by thanking everyone for their feedback and participation.