



## Newport Bicycle/Pedestrian Advisory Committee

**ATTENDANCE:**

**Members-** Ken Dennis (Chair), Bob Hein, Chuck Forinash, Alisha Kern, Elliott Crowder, and Lon Brusselback (City Council)

**Staff-** Meredith Savage

**Guests-** Lynne Mutrie, Oregon Safe Routes to School Program-Sustainable Oregon Schools Initiative, Tim Gross, Senior Project Manager, City of Newport, and Majalise Tolan, Principal, Newport Intermediate School, Isaac Newton Magnet School

Meeting start: 5:30p.m.

1. Call to Order

a. Introductions-

- Elliott Crowder-newest member to the Bike-Ped Committee;
- Lynne Mutrie with Oregon's Safe Routes to School Program (SR2S)- here to make a presentation on the program;
- Majalise Tolan, principal two of Newport's middle schools-invited as potential participant in formulating a SR2S program for Newport;
- Tim Gross, Senior Project Manager for the City of Newport-will be taking over the liaison position from Meredith Savage.

b. Safe Routes to School Presentation - Lynne Mutrie provided a very informative overview of the Oregon Safe Routes to School Program. SR2S is one of the safety programs within the Transportation Safety Division of Oregon Dept. of Transportation. Highlights of her presentation:

- Goals: create permanent, preferred pedestrian and biking routes to area schools; enhance the health of children and community; and improve neighborhood livability.
- Formulate a SR2S plan by focusing on the 'five E's': Encouragement, Education, Enforcement, Engineering, and Evaluation.
- A community cannot apply for SR2S grants until it has a SR2S Action Plan. Steps: Assemble a team (at minimum team must have a school principal, a parent, and a city or county representative); determine schools' needs; write the action plan; submit to the SR2S state program.
- Encouragement and Education are the two biggest actions that can be started almost immediately and are the primary focus of SR2S grants at this time. She emphasized that although there still is some grant funding available for capital improvement projects (infrastructure), it is in limited amount and she is uncertain of when additional funding will be made available.



Lynne mentioned that the Walk and Bike Challenge week is this May and could be incorporated into 'May is National Bike Month' activities. Meredith S., Bob H., and Elliott C., are interested in pursuing a SR2S plan for Newport and will work as a sub-committee on this project. Lynne said that she is available to help guide us through the Action Plan process. Committee members thanked Lynne for her excellent presentation and thanked Majalise Tolan for taking the time to attend and for her interest and willingness to participate in writing the Action Plan.

**c. Approval of Minutes-**

- Minutes of February 8, 2011 were approved unanimously.

**d. Tim Gross-** Tim provided the Committee with an update on the Naterlin Drive project; project bid opens next Thursday and the project is on target to begin construction by April 1<sup>st</sup> of this year.

**2. Report by City Staff and City Councilor**

**a. City staff-Meredith Savage-**

- i. Meredith announced that she will be leaving her position as Senior Planner with the City to start her own business and that Tim Gross will take her place as the City's liaison to the Bike-Ped Committee. She indicated that she would like to continue to attend meetings as a citizen and to help on projects such as Safe Routes to School.
- ii. North Jetty Trail- Linda Kratochvil of the US Coast Guard sent an e-mail stating that the next step in the process of opening the trail for public access is to complete an Environmental Checklist. Once the EC is approved, the USCG will issue a 'license' which is their equivalent of an Intergovernmental Agreement. Tim Gross will take over the task of completing the EC; Meredith offered to be available for any questions he might have and to check it over before it got sent in.
- iii. Meredith will work with Tim on transitioning in to the liaison positions and will make sure he has all the files (hard copy and electronic) prior to her leaving.

**b. City Councilor-Lon Brusselback- no report.**

**3. Old Business**

- a. National Bike Month-** Ken has a sub-committee put together and will be sending out a meeting time and date shortly. He has also put together a bike month proclamation to be read by Mayor McConnell. He and Tim will coordinate getting it before the City Council.

Meeting adjourned: 7:50 p.m. Next meeting: April 13, 2011 (changed from April 12<sup>th</sup> due to the City's Volunteer Appreciation night).