

February 13, 2018

5:36 P.M.

Newport, Oregon

The City of Newport Bicycle and Pedestrian Advisory Committee met on the above date in Conference Room A of the Newport City Hall. In attendance were Wendy Henriksen, Wendy Engler, Nicole Fields (by phone), Michael Rioux, Susan Hogg, and Chuck Forinash. Also in attendance was Rachel Cotton, Associate Planner. Not in attendance was Marsha Eckelman and Daniella Crowder. Perspective Advisory Committee members present were Claire Smith and Jeff Pendleton.

### **ROLL CALL**

Chair Henriksen opened the meeting with a roll call. She asked for additions to the agenda.

### **ADDITIONS TO AGENDA**

Cotton noted that the County had bike maps out and they could be found on the County's website. She asked for volunteers for March 8<sup>th</sup> to do a chat with her on the radio. Rioux said he could do it.

Henriksen noted that there was a public comment. Smith asked for clarification on what was required as a committee member and an overview of what the AC does. The AC reviewed what the AC did and what their goals were.

Smith noted that there would be a couple of months where she wouldn't be available for meetings and asked if it was okay to not attend meetings every month. Cotton said the AC entailed volunteer positions and there were times where they may miss meetings. Smith asked for an application. Cotton would send her the application.

### **APPROVAL OF MINUTES OF THE MEETING OF JANUARY 9, 2018**

Hogg asked Cotton if she was going to send the AC a PDF of the Small Town and Rural Multimodal Networks Guide. Cotton to do this. Rioux noted a minor correction to "curb cuts" to the minutes. Forinash said the conversation in the minutes on Nye Street about being a project area for the Sharrows should be included. Hogg asked if there was a fund for Sharrows. Forinash explained there were funds for them and the funding was an item in the budget. If the funds weren't spent, the funds would be carried over to the next year. Cotton said there were sharrow funds that have been carried over for Bay Blvd and she would talk about the funds later in the meeting. She noted that the current "bicycle and pedestrian" funding would go mostly toward 9<sup>th</sup> Street improvements.

**MOTION** was made by Henriksen, seconded by Rioux, to approve the minutes of January 9, 2018, with corrections. The motion carried unanimously in a voice vote.

### **INTERVIEW CANDIDATES FOR COMMITTEE VACANCY**

Cotton introduced Jeff Pendleton and the AC interviewed him. Henriksen asked if Rioux needed to be interviewed again. Cotton said no. Forinash asked if the alternates would be automatically

made AC members. Cotton said if they were interested, they could be made an AC member. Henriksen explained to Pendleton how the alternates worked. The AC continued asking questions to Pendleton.

The AC commenced deliberations of interviewees. Cotton asked Rioux and Fields if they wanted to add their names as candidates for the committee or stay as alternates. Rioux said he was comfortable with either but would put his hat in the ring for consideration. Forinash asked for clarification on how alternates applied for open spots. Cotton explained that if they applied in the past, they could state that they wanted to be on the committee and could be appointed by motion. Fields expressed that she wanted to stay an alternate. A discussion ensued regarding how best to fill the vacancies and additional alternates.

**MOTION** was made by Henriksen, seconded by Hogg, to appoint Jeff Pendleton and Michael Rioux the fill the Committee Member vacancies and reopen applications for alternates at the next committee meeting. The motion carried unanimously in a voice vote.

### **REVIEW FINAL GOALS**

Cotton reviewed the new format of goal setting. She said that City Manager, Spencer Nebel, asked her to set up a new goal format to connect the Vision 2040 strategies with the department and committee goals, and find a way to modernize and digitize the process. Cotton said the table that was presented to the AC illustrated this. Hogg asked how the stars for priority were done. Cotton said five stars meant the highest priority. Forinash asked if there was any methodology for the priorities. Cotton said it was mainly arbitrary. She said that all of the goals were what the committee wanted to do and if there was anything that should be a higher priority, to let her know.

Engler asked about the Parks System Master Plan update and if there would be an AC member on the committee. Cotton said there would be one rep from the AC. She said it would be a yearlong process and trails would be a big part of it. A discussion ensued regarding what would be covered in the Parks Master Plan update and timeframe for the process.

Forinash asked if the consultant would be required to show proficiency on accessing grants. Cotton said no. Forinash thought it would be good to have someone with this expertise. Cotton said part of the plan would include identifying funding for projects. Engler said the meetings related to the Park System Master Plan would be public but didn't know how the consultant would be selected. She asked Cotton to find this out and report back to the AC. Hogg felt the public rarely had an impact on decisions. Cotton said that public process and community engagement would be a big part of creating the plan. Forinash asked how the County and other stakeholders would be included. Cotton said outreach would be done to gain input.

Engler thought it was important to identify pathways and grants so the City could do projects. A discussion ensued regarding how priority projects are identified and the information needed to apply for grants.

Fields thought the AC should look for projects that were broader than infill projects such as looking for projects promoting walkability in non-traditional ways. Forinash said it would be helpful if there was someone at Public Works (PW) that could be an advocate for these projects. Fields said the AC could look into different funds for projects such as bike helmets

instead of using grant funds for projects that directly affected infrastructure. Engler wanted to see something in the goals that would try to make more use of grants. Cotton said goal #7 of FY 2018-19 was for identifying potential funding sources and training(s) related to bicycle and pedestrian infrastructure. Cotton said the AC could work on identifying grants and she could work on how to best work with staff to pursue the opportunities. Henriksen suggested the AC rate the areas they would like to see improved, figure out ways to improve those areas, get the community interested, and go to City Council to have them back the AC up before going to PW. The AC agreed.

Engler said Jenna Berman was going to try to get a training for rural multimodal networks on the west side and thought someone from PW should go to it. Cotton thought that would be great and asked if Goal #7 covered this. Engler said yes and said it was also a part of Community Engagement under F4.

Engler asked when the tour of the Oceanview bypass route was going to happen. Forinash said whenever the AC wanted and doing it around 4:45-5pm in the evenings would be the best time to see what was there. Cotton would send out a Doodle poll to find best dates and times to do the tour.

Engler thought Oceanview Drive in general needed to be on the list as there was a lot of things that needed to be done other than the bypass. A discussion ensued on the areas that needed work on Oceanview Drive. Forinash asked if it would be helpful to invite someone from PW to meet with the AC to go over these projects. Cotton would talk to Tim Gross about being a guest so the AC could have a conversation with him on these topics. Engler said she was told there was a 7.5 foot right-of-way on the side of every road and asked what it was for Oceanview. Cotton didn't know but knew that Oceanview was a nontraditional road. Forinash said the County maps would show what the ROW was. The AC asked Cotton to show the map at the next meeting to see the ROW. Forinash suggested Cotton bring a laptop to every meeting for these types of purposes.

Engler asked if Oceanview resident Joanne Ronzio was going to come talk to the AC. Cotton said Ronzio had been invited but said she was too busy to meet. Cotton told the AC to let her know if there were other Oceanview neighbors they thought could come and meet with them. She said she would be asking Gross to come to either of the next two AC meetings to talk about some of the issues and see what he recommended. Engler said ODOT would be looking at the bike routes and Oceanview was on the official bike route. She said it would be good to have ODOT's help. Cotton thought Jenna Berman would be another good guest. She asked the AC to send their ideas on guests to her.

Forinash asked if the curb ramps were included on goals. Cotton said yes, it was under FY 2018-19 Goal #8. Forinash said a pedestrian crossing by Jetty Road was another project that was needed. He said there was a conversation with Gross about adding a crosswalk at the end of the mixed use path. Forinash asked if there were some projects that weren't on the list. Cotton said she had looked at all the old goals. Forinash noted that sharrows on the Jetty Road was a project the Wayfinding Committee discussed with State Parks. He said the Wayfinding Committee identified that sharrows were a wayfinding tool and made a recommendations for sharrows. He thought the AC would need to make a motion to place sharrows from 26<sup>th</sup> Street

under the bridge to the trail head. Cotton suggested the TSP update would be where these ideas needed to be incorporated so the City had a list within a plan to prioritize project funding and implementation.

### **REVIEW QUESTIONS FOR STAFF**

Cotton said she sent Gross an email with the AC's questions. She asked him for a completion date for the rapid flashing beacons on Highway 101. Gross said the date was May 24, 2018. Forinash asked if that was with the existing budget. Cotton said it was within the budget.

Cotton asked Gross about sharrows on Nye Street to see if they could be worked into the street maintenance schedule for 2018. Gross said he didn't anticipate it being a problem. He said sharrows were expensive and showed themselves to not be particularly resilient. He recommended using some of the allotted sharrow funds annually to replace existing sharrows and some of the funds to add more per the AC's recommendation. Gross said new sharrows would be installed in the spring or summer of 2018.

Cotton said she requested an order of 15 staple bike racks in the budget that would be put in the AC's recommended locations. She said that PW could install the racks as long as they didn't have to pour more concrete, otherwise a consultant would have to be hired. Cotton picked locations that PW could do. She said the areas they would be installed were at the 9<sup>th</sup> Street parking lot, the Shiloh Inn Beach Access, the Bayfront Port Dock 5 on the pier, and the Bayfront west end in front of Forinash's gallery. Cotton said she was open to feedback from the AC. Forinash asked about the Abbey Street parking lot. Cotton said it could be added. She said Canyon Way was a difficult location for them.

Hogg thought the 9<sup>th</sup> Street parking lot was a problem area for bike racks because there were parking spaces. Cotton said on the south side of the restroom there was an area for installation. Hogg thought they should be put in a couple of the current parking spaces. Cotton was worried that people would hit the racks when they tried to pull into the space. Hogg suggested putting in crosshatch lines. Cotton suggested one rack on the north and south sides of the parking lot. Forinash suggested that in addition to the ADA parking requirement, there should be a requirement for bike parking spaces. Rioux liked the idea of taking over road spaces for vehicles and giving them over to pedestrians and bikes. Hogg said she would like to see the racks covered like they do at the Albany Amtrak station. Cotton said that could be a grant opportunity to find funding for this type of facilities. She cautioned about doing anything too complicated as to not give a reason for PW to say they couldn't do the project. Forinash liked the idea of adding bicycle facilities as a function of the parking lot guidelines in addition to the ADA guidelines.

Forinash asked if the AC would be informed of the location of where the bike racks would be installed. Cotton said yes and why she was reporting the locations at the meeting. She said she would physically look at the sites the AC was recommending.

**MOTION** was made by Forinash, seconded by Rioux, to recommend that Public Works consider putting in a provision for bicycle parking as a requirement within any municipally built parking lots. The motion carried unanimously in a voice vote.

### **BICYCLE/PEDESTRIAN ACCIDENTS**

Cotton reported there were no bicycle/pedestrian accidents the previous months.

### **COMMITTEE COMMENTS**

Cotton asked for additional comments. Hogg asked if there was any more news on the status of the sidewalk and Agate Beach parking lot projects. Cotton said the design had to be outsourced and once a design came back it would go to the AC for comments. Hogg asked if the projects were paid for because there had been a question on if the City needed to appropriate more funds. Cotton said there was money for the design but was unsure on the funds for the project. She said she would ask.

Forinash said he talked to Olaf Sweetman in PW about the Harbor Way sidewalk project. Sweetman said it was going out to bid. Forinash asked him if the specifications included adding a specific number of parking spots or language for a sidebar on the cost of adding a parking structure for the project. He wanted to make sure the bid had a reference to parking spaces because if it didn't, he thought there wouldn't be any parking spaces added. Cotton said she had talked to Sweetman and he said this was on his radar. Forinash was concerned it wasn't added. Cotton would check with Sweetman.

### **ADJOURNMENT**

Having no further business, the meeting adjourned at 7:07 P.M.