

Seaside Transportation System Plan

Agency Meeting

Tuesday, June 3, 2008

1:00 to 4:00 p.m.

Seaside City Hall

Meeting Summary

ATTENDEES

PMT Representatives	Consultant Team
Ron Ash, Clatsop County	Theresa Carr, CH2M HILL
Jennifer Bunch, Clatsop County	Jamie Damon, Jeanne Lawson Associates
Kevin Cupples, City of Seaside	
Neal Wallace, City of Seaside	Other Participants
Ingrid Weisenbach, ODOT	Erik Havig, ODOT
Mark Winstanley, City of Seaside	Jyll Smith, ODOT
	Adam Torgerson, ODOT

This memo summarizes the items discussed during the June 3rd agency meeting for the Seaside Transportation System Plan (TSP). This memo focuses on group discussion and actions; please see meeting handouts for an overview of items presented.

1. Welcome, Review of Agenda/Meeting Objective

The objective of the agency meeting was to discuss the findings from the web-based community survey (available April 15-May 15) and to prepare for the first transportation summit, to be held June 18th.

Mark Winstanley asked that the project team contact the Sunset Empire Transportation District to participate in the TSP.

2. Findings from Web-Based Survey

Jamie Damon led a discussion of findings from the web-based community survey summary (handout). The objective of this community survey is to gather feedback from Seaside residents, employers/employees, and visitors on how they view the area's transportation system. Information from this survey will be used to help identify transportation needs and generate potential solutions.

The survey was available online from April 15 to May 15, 2008. Most survey respondents accessed the survey from the project website. At the survey close, 167 respondents had provided input, either online or in hardcopy form. Major findings from the survey are described below – see the survey summary for more details.

- The vast majority of respondents (over 80%) live in Seaside full-time
- Gender of respondents was roughly equal (45% female, 53% male)
- Most respondents drove around town, though a surprising number walk, bike, and carpool
- Many respondents see Highway 101 as a barrier between them and their homes, jobs, schools, and errands. Capacity and congestion on Highway 101, access to and from Highway 101, and east/west connections across Highway 101 were rated poorly, though safety for bicycles and pedestrians, access to evacuation routes, and sidewalks and pedestrian facilities were also rated low.
- Respondents said they wanted to see improvements to Highway 101, added public transportation services, addressing congestion and traffic flow, improved evacuation routes, and enhanced pedestrian facilities in the TSP
- When asked how in the future we will know that we did a good job on the TSP many respondents mentioned reduced reliance on the automobile, increased bicycle and pedestrian traffic, visitors still coming to Seaside, and alternate routes through and around town.
- The web-based survey was a popular way for the public to stay connected to the study.

Mark asked if the survey had a question on how long people had lived in Seaside, and recommended that a future survey ask this question.

Ron asked whether the survey had a question on age of respondent, and recommended that a future survey ask this question.

3. Preparation for Transportation Summit #1

Jamie led the group through the draft public meeting plan (handout). Based on the survey findings, the following topic-specific groups were created:

1. Pedestrian Issues
2. Alternative Transportation
3. Local Connectivity

The first part of the summit will be a presentation. This presentation will be opened by Jamie who will explain purpose and format. Neal Wallace will talk about why a TSP is important to Seaside. Theresa Carr will give an overview of the TSP process. Jamie will then provide an overview of the survey findings. Time will be provided for a large group question and answer session.

The second half of the summit will be broken into small groups (see topics above), where facilitators will run through more specific findings related to each topic and ask participants whether they agree with the findings, and what they would add to the findings. Facilitators will rotate groups so that all participants can talk about all three topic areas. Time will be provided for a large-group report out session.

Jamie brought up the long time period between the first summit (June 18) and the first topic-specific workshop. She recommended that the team ask the public to report back at the first workshop something they did over the summer. The group decided that they would ask the public to try different modes once a week and report back how they liked it. Did it work, what were some of the conflicts, would they be willing to keep trying it?

Erik recommended that the TSP overview part of the presentation include a discussion of the overall context and regulatory framework of TSPs, including compliance with the Transportation Planning Rule. He asked that additional information about the TSP process be available. Theresa said that she would work with Erik and Ingrid on a TSP overview that could be on boards, a presentation, or a handout.

The group discussed specific preparation for the summit, which is included below. All items below assume review by the stakeholder agencies prior to finalizing.

PREPARATION FOR TRANSPORTATION SUMMIT #1

Item No.	Item	Description	Responsible	Due Date	Notes
1.	Flier	Flier promoting transportation summit	Kalin to draft Kim to print and coordinate with Mark and Neal about distribution	Friday 6/6	Mark to hand out at SDDA Breakfast week of 6/9 Mark to hand out at Chamber of Commerce coffee week of 6/9 Neal to hand out at rotary club week of 6/9 Ingrid to post around town Brandy to post on website Kim to send to city newsletters
2.	Newspaper Ad	Advertisement to place in Seaside Signal and Daily Astorian	Kalin to draft Adam to reserve space and coordinate with newspapers	Friday 6/6	Adam will reserve space by Friday 6/6 for ads to run week of 6/9. Adam will follow up to place advertisements with area newspapers week of 6/9 (working with newspaper deadlines).
3.	Media Stories	Encourage article in area newspapers and radio	Ingrid/Adam for print media Kevin for radio media	Tuesday 6/10	Ingrid/Adam to talk with Donald Alison at the Seaside Signal and Pam Robely at the Daily Astorian Kevin to talk with Tom Friel.

PREPARATION FOR TRANSPORTATION SUMMIT #1

Item No.	Item	Description	Responsible	Due Date	Notes
4.	Press Release	Send press release to local and regional media	Theresa to draft	Monday 6/9	Theresa to send press release for review on Friday 6/6, ODOT to send to media outlets week of 6/9.
5.	POTENTIAL – Postcard	ODOT may be able to mail postcard to households in Seaside zip code	Kalin to draft Adam to mail	Friday 6/6	Kalin, Jamie, and Theresa to discuss when postcard could be ready. Adam will explore whether we have sufficient time to mail prior to event.
6.	Web Updates	Advertise event on project, City, County, and ODOT websites	Brandy	Tuesday 6/10	Update project website to include event format and information. Provide text and event flier to Kim Jordan, Jennifer Bunch, and Jyll Smith for updating other agency sites.
7.	Email Interested Parties	Alert those on interested parties list about event	Brandy	Wednesday 6/11	Send email to those who have submitted comments via the website, via the web survey, and those who have asked to be on the interested parties list, announcing event.

The group agreed on the following material to be prepared for the first transportation summit. All items below assume review by the stakeholder agencies prior to finalizing.

MATERIAL FOR TRANSPORTATION SUMMIT #1

Item No.	Item	Description	Responsible	Due Date	Notes
1.	Facilitator Guide	Gives direction to group facilitators on objective of group discussion and items to go over.	Jamie to draft	Friday 6/13	
2.	Handout Booklet	All meeting handouts to be bound in one booklet.	Theresa and Jamie to collaborate	Wednesday 6/11	Will include meeting objectives, project overview, highlights of survey, map of area, project schedule, and comment form.
3.	Maps	Maps to place on tables	Theresa	Friday 6/13	Map of study area for small groups to use and to write on. Include highlights from survey on map.

MATERIAL FOR TRANSPORTATION SUMMIT #1

Item No.	Item	Description	Responsible	Due Date	Notes
4.	Small Group Boards	Large plot of items heard from survey (split by subject)	To create Brandy to plot	Friday 6/13	Assumed to be the same information as in handout booklet.
5.	General Display Boards	Boards for entry, group presentations	Theresa to draft Brandy to plot	Friday 6/13	Welcome and Meeting Objective Project Objective Schedule Who's Involved Public Involvement Schedule Study Area
6.	TSP Basics Material	Presentation or handout describing fundamentals of a TSP	Theresa to coordinate with Ingrid and Erik	Wednesday 6/11	

4. Update on Technical Work

Theresa gave an update on the technical work, to include:

- Plan and policy review is mostly complete, waiting for City comments (due June 6)
- Existing conditions work underway, will forward to agencies for review week of June 9
- Waiting for traffic count data at half of study intersections so existing conditions will not include traffic analysis or intersection-specific safety analysis
- Access management task and development of future land use scenario work to begin in June
- Development of evaluation framework will be started in June.

5. Upcoming Meetings/Work Items

June 18 Transportation Summit
5:30pm-7:30pm (presentation begins at 5:45pm)
Bob Chisholm Community Center
1225 Avenue A, Seaside

6. Adjourn

The meeting adjourned at 3:30 pm.