



TRANSPORTATION SYSTEM PLAN PROJECT ADVISORY COMMITTEE: APPROVED MINUTES

ST. HELENS TRANSPORTATION SYSTEM PLAN UPDATE

PROJECT ADVISORY COMMITTEE MEETING #1

JULY 16TH AT 3:00 P.M.

ZOOM

ATTENDEES

PROJECT ADVISORY COMMITTEE (PAC)

Oregon Department of Transportation Staff:

- Caroline Crisp
- Arielle Childress
- Michael Duncan
- Nicole Frankl

St. Helens City Staff:

- Engineer II, Alex Bird (Project Manager)
- Engineering Manager, Sharon Darroux
- City Planner, Jacob Graichen
- Communications Officer, Crystal King
- Public Works Operations Manager, Buck Tupper

Port of Columbia County: Sean Clark

St. Helens Main Street Alliance: Erin Salisbury

St. Helens Planning Commission: Scott Jacobson

St. Helens Library Board Member: Lynne Pettit

Columbia River PUD: Broke Sisco

Columbia County: Grant Dejongh

CONSULTANT TEAM

DKS Associates:

- Reah Flisakowski
- Emily D'Antonio

1. 3:00 P.M. CALL TO ORDER

2. INTRODUCTIONS

Alex Bird from the City of St. Helens starts the meeting and introduces himself. He then has everyone in attendance introduce themselves. All in attendance provide a brief introduction except for Lynne Pettit, who has audio difficulties.

3. SELECT CHAIR AND VICE CHAIR

After finishing introductions, at 3:09 p.m. Alex Bird opens the floor for nominations for the Chair of the Project Advisory Committee (PAC). Jacob Graichen provides some context as to the role of the chair and the vice chair within this committee.

Nomination for Committee Chair: Scott Jacobson motions to nominate Sean Clark for Chair of the committee. There are no other nominations, and Sean Clark accepts the nomination.

Motion: Erin Salisbury makes the motion for Sean Clark to be the Chair of the committee. Caroline Crisp seconds the motion.

Ayes: Caroline Crisp, Arielle Childress, Michael Duncan, Nicole Frankl, Alex Bird, Sharon Darroux, Jacob Graichen, Crystal King, Buck Tupper, Erin Salisbury, Scott Jacobson, Lynne Pettit, Brooke Sisco, Grant Dejongh **Nays:** None

Nomination for Committee Vice Chair: Brooke Sisco motions to nominate Jacob Graichen for Vice Chair of the committee. There are no other nominations, and Jacob Graichen accepts the nomination.

Motion: Since there are no other nominations, the nomination acts as the motion, and Grant Dejongh seconds the nomination.

Ayes: Caroline Crisp, Arielle Childress, Michael Duncan, Nicole Frankl, Alex Bird, Sharon Darroux, Crystal King, Buck Tupper, Erin Salisbury, Scott Jacobson, Lynne Pettit, Brooke Sisco, Grant Dejongh, Sean Clark **Nays:** None

After selection of the two positions is complete Sean Clark takes over his duty as Chair to start running the meeting. A moves to start with the discussion items.

4. DISCUSSION ITEMS

Reah Flisakowski from the consultant team takes over the meeting from Sean Clark to go through the discussion items.

- What is a TSP

Reah Flisakowski provides an overview of what a Transportation System Plan (TSP) is. She states that the TSP is a long-term policy and planning document that addresses planning needs for all modes. She states that it identifies and prioritizes transportation related projects and programs as well as establishes a funding strategy for implementation. She also provides context as to why the TSP is being updated, what a TSP does, as well as what a TSP does not do.

- What is your Role

Reah Flisakowski provides information on what is expected of the members of the PAC. This includes four PAC meetings throughout the project as well as 2-4 hours of time prior/after each meeting to review work products, provide feedback, and share findings with the committee.

Sean Clark asks about compensation for participating on the PAC. Michael Duncan states that there are funds out there to be compensated for participation if your employer is not paying for your time on the PAC. Compensation would need to be applied for and would be provided through the EECF (Equitable Engagement Compensation Program). Caroline Crisp provides context on the EECF and states that due to it being a state-funded program, it is still possible, but might be more difficult to obtain funds through since ODOT state funding is tight.

Erin Salisbury states that as a nonprofit director with a board that is concerned about her overall capacity, having the option for compensation is nice since time spent working on the PAC is time not spent working directly on things for the nonprofit.

- Project Overview

Reah Flisakowski provides context as to what the TSP planning process will look like. She provides the general schedule of the project, including the deliverables that will be provided as well as the events that will occur in conjunction with documentation.

- Project Goals and Objectives

Reah Flisakowski provides an overview of the purpose of the Goals and Objectives in regard to the TSP. Scott Jacobson asks what the public events are going to look like for the TSP. Reah Flisakowski states that there will be two in person events. Both will be an open house format. The first will be more of a listening event and the second event is focused on showing the draft project list and figure out if there are any projects that might have been missed.

Reah Flisakowski then starts to go over the current Goals and Objectives. Sean Clark asks if the goals are in any particular order because he believes that Safety should come first since it is an important goal as well as an easier path for funding a project. Reah Flisakowski states that the goals are not currently weighted, but that is something that will be discussed later in the TSP planning process.

Scott Jacobson says he thinks the list of Goals and Objectives is fairly comprehensive. Caroline Crisp highlights the importance of Maintenance and is appreciative that it is included within the goals and objectives.

Micael Duncan asks for some examples of goals that were not used for this project since the PAC might not know the possibilities of what is missing from the current Goals and Objectives list. He provides the example of health as well as resiliency within coastal communities. Reah Flisakowski mentions that Economic Development is sometimes a separate goal that communities will choose if they want to encourage more growth within their cities.

Erin Salisbury states that she loves the mentions of being fiscally responsible with the projects as well as including maintenance. For her, economic development means small business and brick and mortar support. She feels that there has been a great job done with the Riverfront District, but there is more to be done with the Houlton (Uptown) District. Wants to be able to prioritize beautification even if streets are going to change. What she does not necessarily see within the goals is attention given to the experience of people with diverse abilities within the transportation system. Thinks that the coast is a great example of an area that is thinking about these things. She also calls out that there is no one from CC Rider at the meeting. Alex Bird states that they were invited, but they could not make it.

Jacob Graichen asks Erin Salisbury if it would be helpful for her to include the uptown within Goal 3. Erin Salisbury says that instead of calling it Downtown, they [business owners and the Main Street Alliance] are calling it the Main Street Corridor, the Riverfront, or they are calling it Houlton as opposed to uptown and downtown. Since uptown and downtown makes it seem more in competition with each other as opposed to the districts being in collaboration with each other.

Michael Duncan says that he can send out the full PAC roster to those on the PAC. He also says that there is a way to get feedback from those who are unable to attend the PAC meetings, as everyone on the PAC will receive all of the necessary materials. He also mentions that there is an inflection point of encouraging people to come and spend money in the community, and then how do we manage the people that are visiting. He mentions parking management strategies and how the City might want to include policies that can be picked from to improve their parking management over the 20 year planning horizon.

- Next Steps

Reah Flisakowski provides next steps to the committee. This includes a Project website that will be online soon. The next PAC meeting will be in August or September. There will be a technical meeting in September. The next open house will be in September or October. Caroline Crisp mentions that the Goals and Objectives are something that is then incorporated into evaluation criteria for the project prioritization list later on.

Caroline Crisp mentions that St. Helens ranks high within the ODOT Safety Priority Index System (SPIS). So, from an ODOT perspective, St. Helens is a high priority for Safety improvements. Michael Duncan says that at ODOT, the two things that are at its core are Safety and Mobility. He also states that though the agencies have data, they don't have the story. It is the role of the community to provide their experience with the system to validate the data as well as provide locations the data might not be accounting for.

Erin Salisbury asks about the railroad and how it will be discussed within the planning process since it is a safety concern as it cuts off one side of town and there is currently no overpass. Sean Clark mentions that the port sponsored a study a couple of years ago that does call out the need for some mitigation regarding the railroad. Jacob Graichen mentions that it was also discussed within the 2011 TSP, but when the City included a railroad overpass within the System Development Charges, the number was very high. So, they ultimately removed the overpass from the calculation so as not to hinder development since the overpass was most likely not realistic in the 20 year period. Nicole Frankl mentions that if it is a concern for the City, they should make sure to include the overpass within the plan to make sure they are open to the funding they would need for it.

5. OTHER BUSINESS

Sean Clark asks if there is any other business the committee needs to attend to. Alex Bird motions to close the meeting. Erin Salisbury seconds the motion.

6. 4:07 P.M. ADJOURN