



Appendix G SAC Meeting Summaries



**City of Banks Bicycle and Pedestrian Plan (BPP)
 Stakeholder Advisory Committee (SAC) Kick-off Meeting
 January 22, 2014 / 2:00 – 5:00 pm
 City Council Chambers, 13690 NW Main Street
 Banks, OR 97106**

Agenda

Meeting Purpose: Become familiar with the issues, opportunities and constraints present within the City; provide an overview of the project scope and schedule; confirm project goals and objectives.

Desired Outcomes: An understanding of the project, process, and communication tools. Consensus on the project goals, objectives, and evaluation criteria.

2:00 – 3:00	<p>Walking Tour</p> <ul style="list-style-type: none"> • Meet at the City Council Chambers • Main Street, school activity <p>Main Street</p> <ul style="list-style-type: none"> • Crack in Main St. parallel to roadway may causes challenges for bikes • Cars parked along street and risk of opening doors means bikes need to ride in middle of road • Bikes may weave in and out from roadway to sidewalk based on road activity • Banks Breakfast Ride from Hillsboro stops at Banks Cafe on Main Street • In the summer there is farm equipment along Main Street • Gaps in sidewalk <p>Main Street & Sunset Avenue</p> <ul style="list-style-type: none"> • Park, bus stop, and fire station at intersection <p>Main Street & Schools</p> <ul style="list-style-type: none"> • Crossing at Banks High School between two driveways on both sides • Pick-up activity leads to cars backed up to Main Street (at elementary school) <p>Main Street & Trellis Avenue</p> <ul style="list-style-type: none"> • Crossing may be useful here to serve park on west side 	City Staff and Consultant Team
3:00 – 3:20	<p>Welcome and Introductions</p> <ul style="list-style-type: none"> • Agenda Review/Meeting Purpose and Outcomes • SAC Member Self-Introductions • Project Team Self-Introductions 	Kelly Laustsen, Consultant Project Manager

See attached sign-in sheet

SAC members noted the following for success in the project:

- Connectivity, consideration of the new UGB area, key destinations

- Desire to see near-term projects to keep the momentum from the code updates and Main Street Revitalization project going
- Main Street should balance existing and potential future uses (like mixed use), businesses, parking, bikes
- Enhance biking and walking and the draw of the City
- Community involvement

Other comments:

- TGM parking study in the works
- Main Street Outreach program is looking at zoning on Main Street

3:20 – 3:45

Project Overview

- Background
- Deliverables and Meetings
- Schedule
- Roles and Responsible

Kelly Laustsen and
Marc Butorac,
Consultant Project
Principal

Document: Meeting Schedule, Deliverable Summary, and Roles/Responsibilities Memorandum

3:45 – 3:55

Orientation to Project Resources

- Project Notebooks
- Website Overview – www.banksbpp.com

Kelly Laustsen

Website will be used to advertise open house and other opportunities for public involvement (like an interactive map to note issues/concerns/etc.)

- City will advertise website to public now

3:55 – 4:55

Review / Discuss Draft Goals, Objectives, Evaluation Criteria

- Background
- Draft evaluation metrics
- Discussion

Kelly Laustsen/All

Document: TM #1 - Project Goals, Objectives, and Evaluation Criteria

General Comments

- The evaluation criteria will be applied later in the project to evaluate/prioritize projects, policies, programs, pilot projects, and studies (PPPPS)
- Bicycling in Banks may be more tourism based
- Desire to get more people bicycling and walking
- Connection with natural areas (viewpoints, birdwatching, Dairy Creek)
- Disconnect between different areas of Banks and desire for seamless connections
- Desire to have something more visible indicating to people they have arrived in Banks, take advantage of opportunity trailhead provides
- Future connection along railroad right-of-way still being discussed.
- Travel Oregon puts on bike tourism workshops that could be useful for the city

Goals

- Add another goal to increase the number of people biking and

- walking
- Stress community involvement (with livability)
- Ideal to have projects that impact residents and visitors (intersection of both)

Objectives

- Objectives are infrastructure related – need to be applicable to policies, programs, pilot projects, and studies

Evaluation Criteria

- Need something for economic vitality (i.e. foot traffic)
- Need to consider connections to natural areas, resources, trails, golf courses – included in activity centers?
- Expected crash frequency/severity will be challenging to measure/assess – consider other metrics like volumes of vehicles, trucks
- Need to consider others beyond residents and tourists (i.e. employees)
- Multimodal level of service will be difficult to measure/assess – consider alternative metrics like level of stress

4:55 – 5:00

Next Steps

Kelly Laustsen

Email any comments on Technical Memorandum #1 to Kelly Laustsen (klaustsen@kittelson.com) by Friday, January 30th, 2015



SAC Kick-Off Meeting Sign-In Sheet

January 22nd, 2015

Name	Organization	Phone	Email
Shelley Oylear	Wash. Co	503-846-7819	
Bruce Butington	NWBSC	971-570-4791	
Angie Lunter	City of Banks	503-324-5112	
Prescott Mann	ODOT Rail/Public Tran	503-986-4322	
Naomi Zwerdlin	ODOT/TGM	503-986-2836	
Stacey Gildsten	City of Banks	503-577-4779	
Denise Detlefs	BCE/Bighorn Logging	503-324-2422	
Rachel Nelson	Planning Commission	971-732-5425	
Julia	WA & Skiff	503-519-6034	
Kelly Laustsen	Kittelson		
Marc Butorac	Kittelson		
Jolynn Becker	City of Banks		



**City of Banks Bicycle and Pedestrian Plan (BPP)
Stakeholder Advisory Committee (SAC) Meeting #1
March 5, 2014 / 3:00 – 5:00 pm
City Council Chambers, 13690 NW Main Street
Banks, OR 97106**

MEETING SUMMARY

Red text indicates notes from meeting.

3:00 – 3:10	Welcome and Introductions <ul style="list-style-type: none">• Agenda review/meeting purpose and outcomes• Update on parking management project	Kelly Laustsen, Consultant Project Manager
	See attached sign-in sheet	
3:10 – 3:45	Review existing documents and data <ul style="list-style-type: none">• Existing plans and policies• Existing facilities and conditions <p><i>Documents: TM #2 – Baseline Information</i> <i>TM #3 – Inventory and Evaluation</i></p> <ul style="list-style-type: none">• Discussion about seasonality of bicycle/pedestrian counts and limitations with data collected for TM #3.<ul style="list-style-type: none">○ SAC suggested adding seasonality discussion to memo as important caveat when viewing data.○ SAC raised concerns with potentially not providing the reader with context of the seasonality of counts, latent demand.○ It was mentioned that Oregon State Parks collects counts on Banks-Vernonia Trail that can be added to the memo.• An Error in Exhibit 5 (Vehicle volumes on NW Main Street) was identified and will be corrected in final memo.	Kelly Laustsen and Marc Butorac, Consultant Project Principal
3:45 – 4:35	Identification of gaps and deficiencies <ul style="list-style-type: none">• Already catalogued: issues from walking tour, TM #2, TM #3• Others from SAC?• Interactive map <ul style="list-style-type: none">• Interactive map available on www.banksbpp.com<ul style="list-style-type: none">○ SAC members and public invited to visit map and add comments.• Comments from SAC meeting will be added to online map.• SAC stated that it would be useful to develop a bicycle and pedestrian plan for the school with involvement from staff/parents.• SAC identified the need for better wayfinding and signage throughout City.	Kelly Laustsen/All

- SAC stated that it is currently challenging to see mileage markers on Banks-Vernonia Trail, which makes emergency response challenging.
- SAC wanted to make sure circulation/connections to the east side are appropriately considered in the plan.

4:35 – 4:55

Review toolbox of pedestrian and bicycle treatments

Kelly Laustsen/All

- Organization and contents of toolbox
- Use of toolbox in development of BPP

Document: TM #4 –Pedestrian and Bicycle Treatments Toolbox

- SAC suggested adding transit related amenities and treatments (e.g., transit stop amenities).
- SAC suggested adding safety treatments, especially to control speeds on Main Street (e.g., curb extensions and tighter curb radii with truck aprons).
 - Treatments from the Oregon Bike/Ped Safety Improvement Plan could be referenced
- SAC suggested adding covered bicycle parking/bike lockers.
- SAC discussed options for multi-use path along railroad, connecting down to Sunset or Depot.
 - *Rail line currently serves mill, infrequently crosses NW Banks Road*
 - *Can pursue project, get on plans and identify funding, which will help prompt discussions with railroad*
 - *Potential benefits from getting support of mill*
- SAC discussed different crosswalk treatments and experience with pedestrian hybrid beacon.
 - *Washington County doesn't use pedestrian hybrid beacon and instead uses full signal. This approach reduces the challenges associated with driver education.*
 - *Rapid rectangular flashing beacons can be placed in median for greater visibility.*
 - *Interest in in-roadway flashers.*
- City will discuss options with maintenance.

4:55 – 5:00

Next Steps

Kelly Laustsen

- Upcoming meetings
- SAC was asked to provide any comments on TM #2, #3, and #4 by Thursday, March 19th (klaustsen@kittelson.com – let Kelly know if you need more time)
- SAC Meeting #2 will be held on Thursday, April 16 from 3-5 pm (TM #5)
 - *Request by SAC was made for TM #5 to be provided at least one week in advance of meeting*
- Open House will be held on Thursday, May 21 from 6-8 pm
- Virtual Open House will run from May 30-21 (linked from www.banksbpp.com)
- Discussed importance of getting others involved and advertising the

upcoming Open House early.

- *Potential to have PC/CC work session before Open House*
- *Rachel will contact school board/PTO*
- Discussed potential of having Travel Oregon do a session on bike tourism in conjunction with the open house.
 - *Currently doing a series in Vernonia*



**City of Banks Bicycle and Pedestrian Plan (BPP)
Stakeholder Advisory Committee (SAC) Meeting #2
April 16, 2015 / 3:00 – 5:00 pm
City Council Chambers, 13690 NW Main Street
Banks, OR 97106**

MEETING SUMMARY

Red text indicates notes from meeting.

3:00 – 3:10	Welcome and Introductions <ul style="list-style-type: none">• Agenda review/meeting purpose and outcomes• Updates since last meeting	Kelly Laustsen, Consultant Project Manager
	See attached sign-in sheet	
3:10 – 3:45	Review process used to develop project list and evaluation methodology <ul style="list-style-type: none">• Plan elements• Projects for evaluation• Evaluation criteria and scoring <i>Documents: TM #5 – Alternatives Development</i>	Kelly Laustsen and Marc Butorac, Consultant Project Principal
3:45 – 4:45	Review draft project list and initial priorities <ul style="list-style-type: none">• Projects that should move up or down?• Projects that should be removed?• Projects that are missing? <i>Documents: TM #5 – Alternatives Development – Project List and Map</i> SAC members used individual spreadsheets of projects to provide feedback on project list and note whether they agree with initial priorities or thought projects should move up or down in priority. These comments are reflected on the attached draft project list.	Kelly Laustsen/All
4:45 – 5:00	Next Steps <ul style="list-style-type: none">• Upcoming meetings	Kelly Laustsen

BY:	
DATE:	4.16.15

	PAGE No.

SAC Mtg # 2 Sign-In sheet

<u>Name</u>	<u>Agency</u>
Rodney Lina	Banks Fire Dep.
Denise Dethlefs	Bighorn Logging
Bruce Buffington	NWBSA
Bob Huston	Banks School District

Note: not all SAC members present signed-in



Draft Project List Post 4.16.15 SAC Meeting

ID	Project Name/Description	Location	Purpose	Category	Grouping	Source	Cost Estimate	Goal Assessment					Total Goal Score	Evaluation Priority	Notes	KML notes from SAC Meeting #2	SAC Notes	SAC Recommended Priority	Updated Evaluation Priority	
								1.Livability	2.Safety & Health	3.Accessibility	4.Financial Responsibility	5.Economic Vitality								
1	Install advanced warning signage	Intersection of NW Banks Road and NW Aerts Road	Improve safety at the NW Banks Road and NW Aerts Road intersection	Safety	Other	TSP	< \$25,000	0.0	0.7	1.5	1.5	1.0	4.7	Low			Medium	?		
2	Reconstruct with widened sidewalks	NW Banks Road between Main Street to US 26	Provide dedicated pedestrian facilities on NW Banks Road	Pedestrian	Other	TSP	> \$1,000,000	2.0	2.0	1.0	1.5	2.0	8.5	High	Recommend making low priority due to build out		agree with note	Low	Low	
4	Conduct Access to UGB Expansion Area feasibility study	TBD	Identify potential access points where bicycle and pedestrian facilities could be installed to connect the existing network to the expanded UGB area and eliminate the railroad as a barrier	Access	UGB Access	SAC #1 / Public /TSP	\$50,000 - \$100,000	2.0	0.7	2.0	1.5	1.5	7.7	High			agree with note	Low	Low	
5	Install a separated walking path	Parallel to Highway 6 between NW Main Street and railroad	Provide dedicated pedestrian facilities along Highway 6	Pedestrian	Other	Park & Rec Plan	\$100,000 - \$500,000	2.0	1.0	1.0	0.5	1.5	6.0	Medium			doesn't make the connection complete	Low	Medium	Low
6	Install a marked crosswalk	NW Banks Road/Main Street /NW Cedar Canyon Road/ Highway 47 intersection	Improve safety at the NW Banks Road/Main Street /NW Cedar Canyon Road/ Highway 47 intersection	Safety, crossing	Trailhead access	Main Street Plan	< \$25,000	1.0	1.3	1.5	2.0	2.0	7.8	High		If bike lane does not go all the way to the trailhead then not worth it	doesn't make the connection complete	Low	Medium	Low
8	Install a separated trail	along the Westside circulator road and connect to Main Street (OR47) paralleling a new proposed road	Provide an alternative to Main Street, access future growth to the west, and align with future regional trail plans	Pedestrian, Bicycle		CCRT / Public	\$100,000 - \$500,000	2.0	1.7	1.0	0.5	1.5	6.7	Medium		Match to project #7	depends on where it is. Low if project 7 is low. Review #7 with this must match to project 7	Low		High
9	Install a separated trail	Along Main Street, south of downtown, to the OR 6 undercrossing	Eliminate conflicts between bicycles and vehicle traffic and align with future regional trail plans	Pedestrian, Bicycle	Regional plans	CCRT	\$100,000 - \$500,000	2.0	1.3	1.0	0.0	1.5	5.8	Medium		High priority - match with project #6.	With project 6	High		High
10	Install bicycle way-finding signs	Way-finding kiosks installed 3 locations: Main St/Hwy 6, Log Cabin Park, and Banks-Vernonia Trailhead	Give bicyclists and pedestrians direction to area amenities, tourist locations, the Banks Trailhead, and economic centers	Education	Trailhead access	SAC #1	\$25,000 - \$50,000	1.0	0.3	0.5	1.5	2.0	5.3	Medium	Recommend high priority due to low cost and high value					High
11	Conduct a Parking Management Study for the Banks Trailhead	Banks-Vernonia Trailhead	Further study the issue of crowded parking at the Banks-Vernonia trailhead and consider alternatives, such as additional parking areas or shared parking with businesses in town	Parking	Trailhead access	SAC #1	\$50,000 - \$100,000	0.0	0.0	0.5	1.0	1.0	2.5	Low			can wait till later Low for now	Low	Low	Low
12	Provide north/south pedestrian/bicycle access between Wilkes Street and the high school/middle school	Connect Wilkes Street with the schools to the south	Provide a direct connection between the schools and residential areas to the north	Pedestrian, Bicycle	School related	SAC #1	< \$25,000	2.0	0.7	2.0	1.0	1.0	6.7	Medium		Sidewalk will eventually be constructed with development (could be paid for)	Oakway to Sunset Park			High
13	Conduct a vehicle circulation study at the elementary and middle schools	Banks Elementary School, Banks Middle School	Further study the issue of back-ups from school pick-up on to Main Street, look for opportunities to improve circulation at schools	Access, Parking	School related		\$50,000 - \$100,000	0.0	1.7	2.0	2.0	0.0	5.7	Medium						Medium
14	Install bicycle lanes, shoulders, or an off-street multi-use path	NW Banks Road between Main Street to US 26	Provide dedicated bicycle facilities on NW Banks Road	Bicycle	UGB Access	SAC #1	\$100,000 - \$500,000	2.0	2.0	1.0	1.0	2.0	8.0	High	Recommend making low priority due to build out		it is already one of the better crossings, others need help more	Low		Low

Goal Assessment														Total Goal Score	Evaluation Priority	Notes	KML notes from SAC Meeting #2	SAC Notes	SAC Recommended Priority	Updated Evaluation Priority
ID	Project Name/Description	Location	Purpose	Category	Grouping	Source	Cost Estimate	1.Livability	2.Safety & Health	3.Accessibility	4.Financial Responsibility	5.Economic Vitality								
15	Install a rectangular rapid flash beacon (RRFB) or other similar treatment	Pedestrian crossing on NW Banks Road accessing the Banks Trailhead	To provide increased safety at pedestrian crossings accessing the Banks-Vernonia trailhead parking	Safety	Trailhead access	Tech Memo #3	\$25,000 - \$50,000	1.5	1.7	2.0	1.5	2.0	8.7	High		Project located on west side of tracks	This is the highest priority project for connectivity, attach to project 3 Tied to project 3, which side of tracks? When position on the	High High High	High	
16	Install bicycle lanes, shoulders, or an off-street multi-use path	NW Cedar Canyon Road between Main Street and the future White Barn/Killin Wetlands parking area	Provide bicycle facilities accessing the potential future parking lot at the White Barn and Killin Wetlands	Bicycle	Other	SAC #1	\$50,000 - \$500,000	1.0	0.7	1.0	1.0	1.5	5.2	Medium		Connect to project 37. Consider at-grade option.	research at grade, attach to 37 Low for now unless it connects to Banks Rd at grade high priority, tied to project 37 Consider UGB Connect to project 37. Consider at-grade option.	Low Low Low	Low	
17	Install sidewalk or an off-street multi-use path	NW Cedar Canyon Road between Main Street and the future White Barn/Killin Wetlands parking area	Provide pedestrian facilities accessing the potential future parking lot at the White Barn and Killin Wetlands	Pedestrian	Other	SAC #1	\$50,000 - \$500,000	1.0	0.7	1.0	1.0	1.5	5.2	Medium				Low High	Medium	
18	Resurface Commerce Street	NE Commerce Street between Sunset Avenue and Market Street	Eliminate potholes on Commerce Street	Safety	Other	SAC #1	< \$25,000	0.5	0.3	0.5	2.0	0.0	3.3	Low			School dsitric may be invovled in property purchase	Low Low	Low	
19	Install sidewalk	NE Commerce Street between Sunset Avenue and Market Street	Provide pedestrian facilities on Commerce Street	Pedestrian	Other	SAC #1	\$50,000 - \$100,000	1.5	1.0	1.0	1.0	0.5	5.0	Medium		Low priority - not gaining anything	Low or not at all To nowhere right now Low priority - not gaining anything	Low Low Low Low	Low	
20	Review sight distance on Commerce Street and address deficiencies	NE Commerce Street between Sunset Avenue and Market Street	Eliminate sight distance issues along Commerce Street	Safety	Other	SAC #1	\$50,000 - \$100,000	0.5	1.0	1.0	1.5	0.0	4.0	Low		Land owners impacted		Low Low Low	Low	
21	Install pedestrian crossing and review opportunities for crossing enhancement, such as a bulbouts, overhead flashers or traffic control	Sunset Avenue / Main Street intersection	Improve safety at the Sunset Avenue / Main Street intersection	Crossing, Safety	Main Street	Walking Tour	\$25,000 - \$50,000	1.0	1.7	2.0	1.5	1.0	7.2	Medium		School has looked at options for a long time, but solutions are cost prohibitive. The school is located too close to the highway.	School is too close to Hwy 47 School has looked at options for a long time, but solutions are cost prohibitive. The school is located too close to the highway	High Low Low	?	
22	Install bicycle lanes	Main Street between the high school and Sunset Avenue	Extend existing bicycle lanes north to enhance safety and comfort for bicyclists	Bicycle	Trailhead access/Main Street	Walking Tour / Tech Memo #3	< \$25,000	2.0	2.0	1.0	1.0	2.0	8.0	High		High priority	doesn't seem realistic	Low High	?	
23	Resurface Main Street	Main Street between Wilkes Street and Sunset Avenue	Eliminate cracks running parallel along Main Street	Safety	Main Street	Walking Tour	\$100,000 - \$500,000	0.5	0.7	0.5	2.0	1.0	4.7	Low		Signs would likely be state signs.		High High Low	?	
24	Install pedestrian-scale lighting	Main Street corridor	Improve lighting along Main Street, particularly for pedestrians	Pedestrian, Safety	Main Street	SAC #1	\$50,000 - \$100,000	0.5	1.3	1.5	0.5	1.0	4.8	Low		Low priority. Farm equipment uses roadway. Curb extensions could be		Low Low	Low	
25	Relocate the pedestrian crosswalk and overhead beacon to the north or south of the high school driveways and consolidate driveways	Main Street, north or south of the two school driveways	Improve safety and visibility of the pedestrian crosswalk across Main Street at high school between two driveways	Pedestrian	School related	Walking Tour	\$25,000 - \$50,000	1.0	1.7	2.0	2.0	1.0	7.7	High		Issue is enforcement. Consider radar enforcement program.	Maybe Issue is enforcement.	High Low Low	?	
26	Install bicycle parking at schools	Area schools	Addresses the lack of bicycle parking at the schools	Other	School related	SAC #1	< \$25,000	0.0	0.0	0.5	2.0	0.0	2.5	Low			Not in city	Low Low Low ?	Low	

Goal Assessment														Total Goal Score	Evaluation Priority	Notes	KML notes from SAC Meeting #2	SAC Notes	SAC Recommended Priority	Updated Evaluation Priority
ID	Project Name/Description	Location	Purpose	Category	Grouping	Source	Cost Estimate	1.Livability	2.Safety & Health	3.Accessibility	4.Financial Responsibility	5.Economic Vitality								
27	Install sidewalk to fill the existing gap	West side of Main Street between Sunset Park and the Highway 6 / Main Street intersection	Provide pedestrian facilities on both sides of the Main Street corridor	Pedestrian	Trailhead access/Main Street	Tech Memo #3	\$50,000 - \$100,000	1.5	2.0	1.0	1.0	2.0	7.5	High			Not in city	Low Low?	Low	
28	Install a crosswalk and review opportunities for crossing enhancement, such as a bulbouts, overhead flashers or traffic control	Across Main Street at the NW Trellis Court/Main Street intersection	Provide safe pedestrian access to Sunset Park	Pedestrian	Main Street	Walking Tour	\$25,000 - \$50,000	1.5	1.3	2.0	1.5	1.0	7.3	Medium		Partner with project 37.	attach to project 37 High if project 37 is high	High High High	High	
29	Install curb extensions at select intersections	Main Street corridor	Provide speed control along Main Street	Safety	Main Street	SAC #1	\$25,000 - \$50,000	1.0	1.7	1.0	1.5	0.0	5.2	Medium		Project fills gaps.			Remove? Missing on east side, but vacant	
30	Install dynamic radar-activated speed limit signs	Main Street corridor	Provide speed control along Main Street	Safety	Main Street	SAC #1	\$25,000 - \$50,000	1.0	1.7	1.0	1.5	0.0	5.2	Medium					Low	
31	Extend bicycle lanes on NW Oak Way to the NW Oak Way/Main Street intersection	NW Oak Way	Eliminate the bicycle lane gap along NW Oak Way	Bicycle	Other	Tech Memo #3	< \$25,000	1.0	2.0	1.5	1.0	0.0	5.5	Medium					Low	
32	Improve sight distance and lighting	NW Oak Way at post office entrance	To replace the missing light and shrub at crosswalk accessing the post office	Safety	Other	SAC #1	< \$25,000	0.0	1.3	1.0	1.5	0.0	3.8	Low	High		let ODOT do it some day ODOT	Remove	Low/Remove	
33	Scale back / trim / remove landscaping and trees causing sight distance issues; install advance warning signs for crossings	Various locations within Arbor Village neighborhood	Increase sight distance at crosswalks within Arbor Village neighborhood	Safety	Other	SAC #1	< \$25,000	0.0	0.7	1.0	2.0	0.0	3.7	Low				Remove Low ?	Low/Remove	
34	Review opportunities to install street furniture (benches, water fountains, trash cans, etc.) and create pedestrian gathering locations	Main Street corridor	Improve pedestrian environment and aesthetics on Main Street Corridor	Pedestrian	Main Street	Main Street Plan	\$25,000 - \$50,000	0.5	0.0	0.5	1.0	1.0	3.0	Low					Low	
35	Review opportunities to install bicycle parking	Main Street corridor	Provide bicycle parking, particularly near businesses and other destinations	Bicycle	Main Street	Main Street Plan	< \$25,000	0.5	0.0	0.5	2.0	1.0	4.0	Low		Explore using vehicle parking space for bicycle parking.		Medium	Medium	
36	Develop a City Trail	Between the existing private trail on the west side of Arbor Village to the proposed railroad	Connect Arbor Village to the proposed bicycle/pedestrian railroad crossing	Pedestrian, Bicycle	UGB Access	Park & Rec Plan	\$100,000 - \$500,000	1.5	0.7	1.0	0.5	1.5	5.2	Medium				High	High	
37	Develop a state trail connecting Banks-Vernonia Trail to Highway 6	Along railroad track between the Banks Trailhead and Highway 6	Provide a protected bicycle and pedestrian connection to the Banks Trailhead from Highway 6	Pedestrian, Bicycle	Trailhead access	Park & Rec Plan	\$100,000 - \$500,000	2.0	1.7	1.0	0.5	2.0	7.2	Medium			too vague		?	
38	Extend the existing private trail	On the west side of Arbor Village from Oak to Highway 6	Connect Arbor Village to Highway 6	Pedestrian, Bicycle	Other	Park & Rec Plan	\$50,000 - \$100,000	1.5	0.7	1.0	0.5	1.0	4.7	Low					Low	
40	Conduct a pilot project to install bike lanes	Main Street between Banks HS and Depot Street	Test the feasibility and impact of providing bike lanes north of Sunset Park to the start of the downtown commercial area	Bicycle	Trailhead access/Main Street	Tech Memo #3	< \$25,000	2.0	2.0	1.0	1.0	2.0	8.0	High			wait on Main Street Plan	Low	Low	
37B (3)	Construct pedestrian/bicycle overcrossing of railroad	At railroad, just north of Arbor Village neighborhood	Construct pedestrian/bicycle overcrossing of railroad to connect existing development to UGB expansion area	Crossing	UGB Access	TSP	\$500,000 - \$1,000,000	2.0	0.7	2.0	1.0	2.0	7.7	High			Workshop	Medium	Medium	
6B (7)	Install new sidewalk and curb	SW corner of Five Star complex	Improve safety at the NW Banks Road/Main Street /NW Cedar Canyon Road/ Highway 47 intersection	Safety, Pedestrian	Trailhead access/Main Street	Main Street Plan	< \$25,000	0.5	1.3	0.5	1.0	1.0	4.3	Low		Middle schools just added bike parking.	Just installed at Middle School	High	High	



**City of Banks Bicycle and Pedestrian Plan (BPP)
Stakeholder Advisory Committee (SAC) Meeting #3
July 23, 2015 / 3:00 – 5:00 pm
City Council Chambers, 13690 NW Main Street
Banks, OR 97106**

Agenda

Red text indicates notes from meeting.

3:00 – 3:20

Welcome and Introductions

- Agenda review/meeting purpose and outcomes
- Updates since last meeting
- Review of in-person and virtual open house

Marc Butorac,
Consultant Project
Principal

See attached sign-in sheet

3:20 – 4:20

Review Draft BPP

- Plan sections
- Plan elements

Marc Butorac and
Bart Rudolph,
Consultant

Document: Draft BPP

- SAC suggested combining the high priority Main Street Bicycle Lane project between Banks High School and Sunset Avenue with the medium priority Main Street Bicycle Lane Pilot Project. The combined project will be a high priority.
 - Issues with Main Street on-street parking were also discussed. This included on-street truck parking availability, business owner's support for on-street parking and the need to coordinate with the on-going parking study.
- SAC mentioned that Railroad Trail project would need further study to identify which side of the railroad it would be constructed on. It was agreed that the draft plan would note that the exact alignment would need further study.
- SAC mentioned that the Arbor Village Sight Distance Improvements project should include possible parking restrictions near the pedestrian crossings.
- An error in the prospectus sheet for the Main Street Bicycle Lanes (project ID 2) was identified and will be corrected in the draft plan.
- SAC noted that one road was incorrectly named Trellis Court. The correct name, Trellis Way, will be corrected in the draft plan.

4:20 – 4:45

Review draft implementing policies and ordinances

Jolynn Becker,
Marc Butorac, All

- Discuss incorporation of BPP in to City code
Document: Draft Implementing Policies and Ordinances

- Marc mentioned that the following policies and plans were being looked at by the project team for possible revisions:
 - Banks Design Standards
 - Banks Development Code
 - Transportation System Plan
 - Comprehensive Plan
 - Main Street Revitalization Plan
 - Park and Recreation Master Plan
- The project team and the City will schedule a meeting to discuss the findings before the draft plan is sent to the Planning Commission and City Council for their joint workshop.

4:45 – 5:00

Next Steps

Marc Butorac

- Upcoming project activities
- SAC was asked to provide comments on the draft plan and prospectus sheets by Thursday, July 30, 2015 (klaustsen@kittelso.com – let Kelly know if you need more time).
- Joint City Planning Commission and City Council Workshop will be held on August 11, 2015.
- City Planning Commission Hearing will be held on August 29, 2015.
- City Council 1st reading will be held on September 13, 2015.
- City Council 2nd reading will be held on October 10, 2015.

