

NEIGHBORHOOD STREET SAFETY PROGRAM *PROGRAM SUMMARY*

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PROGRAM OVERVIEW

The City of Bend Neighborhood Street Safety Program was established to strengthen community and enhance neighborhood livability. This program will address demonstrated residential street safety needs through the implementation of education, enforcement, and/or small scale infrastructure projects. The program goals include:

1. Create collaboration between neighbors to identify issues and potential solutions as well as inform.
2. Improve safety on neighborhood streets by decreasing incidents of speeding, increasing visibility and awareness of traffic control, enhancing pedestrian and bicycle facilities, and/or adding small scale infrastructure.
3. Manage requests consistently and provide opportunities for all neighborhoods.
4. Encourage appropriate street user behavior in residential neighborhoods including travel at or below speed limit, attentive driving, safe pedestrian and bicycle use, mindfulness of cut thru impacts, awareness of and stop for people (on foot, biking, or traveling with mobility aids), travel courteously, and proper parking.
5. Target smaller scale, public, residential street improvements, or local street crossings of arterial and collector streets that are not part of maintenance, capital, development, or master planned projects. This program does not include large-scale collector or arterial street improvements (those are part of Corridor or Capital Improvement projects), but does spot improvements in areas of residential fronting arterial and collector streets.

The program is for small to medium projects that may require coordination with another agency or department, require minimal design, and can be quickly implemented. These projects that fall under the program are called Tier Two projects. Tier One projects are addressed by Streets & Operations Department staff and include minor signing and striping Citizen Service Requests (CSR). Tier Three projects include larger scale Capital Improvement Projects identified through master planning/budgeting.

6. Identify projects that don't push issues to another local street.
7. Include education, enforcement, and engineering elements. Physical devices may be expensive and work best in conjunction with education to change behavior.
8. Recognize there are more projects than funding can implement. Input from Neighborhood Associations (NAs) and the Neighborhood Leadership Alliance (NLA) will prioritize projects.

PROGRAM SCOPE

Street Type

Eligible streets for the program are public streets owned and maintained by the City of Bend that are:

- Local, residential streets
 - Used by more than 400 vehicles per day (more than 11 cars in 15 minutes)
 - More than 3 blocks long (approx. 1800 ft.),
- Local street intersections with a collector or arterial street, or
- Spot improvements on an arterial or collector fronted by residential lots.

Project Cost

The program includes Tier Two projects, projects that generally cost less than \$150,000 and may need some design, other department approval, or other agency approval. The program may combine smaller projects or build one larger project with the available funding; however the intent is that the community's most significant neighborhood street safety issues get addressed with improvements throughout different neighborhoods. (Tier One projects are smaller, low-cost signing and striping projects that occur as part of the Citizen Service Request program, and Tier Three projects are programmed capital improvement projects generally over \$150,000.)

Project Type

This program implements projects that help improve residential street safety using engineering, education, and enforcement. Example engineering projects include short infill sidewalk segments, crosswalks, street lights, speed humps on residential street neighborhood

greenways, curb extensions, signing, striping, entry treatments and median islands. Targeted enforcement and education campaigns can also help improve residential street safety.

The City’s Neighborhood Street Safety Toolbox provides a list of the types of projects included in the program. Ideas for items not included in the Toolbox may be considered, and require pre-approval from the Streets & Operations Department Transportation Engineer.

Each engineering/infrastructure project is required to have some type of education campaign managed by the applicant or NA to help communicate street safety awareness related to the project. An educational campaign alone (without an engineering project) may be submitted for consideration. Targeted enforcement of new projects will also be provided by the Police Department, where applicable and as schedules allow.

Removal

Devices such as speed humps, curb extensions, and medians are not eligible for removal for a minimum of five years after installation unless the City determines there to be a safety or significant maintenance issue associated with the device. If a street desires to have the devices removed after the five year minimum installation period, 70% of the adjacent residents must support removal, and the cost for the removal will be funded 100% by the adjacent residents. Each adjacent residential unit gets one vote.

PROGRAM BUDGET

Year	Tier Two Program	One-Time Funding for Tier Two Program
July 2019-July 2020	\$150,000	\$250,000
July 2020-July 2021	\$150,000	\$250,000
2019-2021 Total	\$800,000	

The City’s budget cycle ends in July 2021, during the construction season. Projects started and not completed by July 2021 may be eligible for City Manager approval to carry over funding to extend construction through October 2021.



KEY DATES

The following chart summarizes the key steps and general dates for the initial project year. Exact dates will be provided in the project application or overview document. If the project funding continues after 2021, the timeline can be re-evaluated to better coincide with the summer NA meetings and facilitate spring project bidding



NEIGHBORHOOD STREET SAFETY PROGRAM PROCESS

1. Request for Project Applications

Every two years, in conjunction with the budget cycle that funds the program, the City will solicit requests for project applications. Staff will work with NAs and the NLA to publicize how the program works, set expectations, update the Toolbox, and explain how the application process works.

To support informed requests and the prioritization process, staff will provide the NAs and NLA with links to background data such as street classification map, crash data maps, Citizen Service Request summaries, speed data, capital improvement project lists, and pedestrian/ bicycle facility maps.

2. Submit an Application

To submit a project, individuals must complete an online [Neighborhood Street Safety Project Application Form](#) or complete a paper copy and drop it off at City Hall (710 NW Wall Street, Bend, OR. Attn: Neighborhood Associations) before the application deadline. The City will forward applications received to their respective NAs. The application form collects basic information and is intended to make the process easy and consistent across all neighborhoods.

Each project request must include an education campaign for the applicant and/or NA to implement in conjunction with the project. The education campaign should educate street users on related street safety awareness.

Anyone can apply, but the process will favor feedback and participation from the people living on the streets where project will occur. Applicants are encouraged to discuss issues with their neighbors and submit one application per project. Multiple application submissions by separate individuals for the same project are discouraged. Multiple applications for the same project will not increase the project's ranking.

3. NA Ranking

Each NA will review and rank their top two project requests. The top two projects, along with all applications received, will be submitted to the City and the NLA on or before the ranking deadline. NAs are encouraged to group projects not included as their top two projects into high, medium and low priority.

A number of related lower cost projects could be grouped and submitted together. Each NA is encouraged to consider the total project funding that may vary from year to year when combining or scoping projects. Some projects may be on the border of two NAs or benefit other NAs. Multiple NAs may coordinate to propose projects that serve multiple areas and list the support of multiple NAs on the application. Projects serving multiple NAs need not be ranked the same by all NAs the project serves.

4. Staff Review

The top two ranked applications from each NA will be screened by staff to confirm a safety problem has been identified, the project is eligible for the program, and the project is feasible to implement by the program. Staff will complete the Eligibility Checklist confirming: the project is on a residential street that City maintains; is a Tier Two type project; is in the Toolbox and meets rules, regulations, policies, codes; is not part of another project; and can be implemented in the program timeframe. For eligible projects, staff will complete the Project Summary detailing the different street and project characteristics. Staff may collect additional data for projects with consideration for weather, school schedules, special events or other street characteristics. Additionally, staff will develop a conceptual project cost based on the Toolbox estimates. Staff may recommend alternate projects that may be more suitable to address a noted concern.

5. NLA Prioritization

Using the Project Summary information, the NLA will review and prioritize the eligible projects using the Prioritization Worksheet to identify a list of recommended projects based on available funding. The project summary is provided to facilitate selection of projects with the highest potential to improve a demonstrated residential street safety



issue, are located throughout the community, and are supported by the neighborhood. NLA may work with City staff to develop a second screening or target type of project to aid in prioritizing. The NLA may elect to adjust priorities based on cost – i.e. push one higher-ranking large project to complete a number of lower-ranking smaller projects, or push higher-ranking smaller projects to fund a larger project.

6. Public Support

The intent of the program is to install projects that the adjacent residents, neighborhood, and community support. Once the NLA prioritizes projects, the applicant will be responsible for obtaining public support, if required.

- a. For projects that include street configuration or access changes such as speed humps (residential, Neighborhood Greenway streets), chicanes, traffic circles, changes to parking, turn movement restrictions, etc. public support will be required. Applicant will need to use the Neighborhood Support Survey to determine if 30% or more of the adjacent street residents support the changes. Only one response is allowed per dwelling unit. Projects that effect more of the traveling public than just one street may require a public meeting for additional input. If required, the public meeting will be hosted by the City in conjunction with the NA.
- b. For projects that improve existing deficiencies such as missing sidewalks in right of way, adding street lighting, installing ADA ramps, etc., or are typical traffic control or safety treatments such as crosswalk enhancements, striping, signing, or curb extensions, a Neighborhood Support Survey is not required.
- c. If prioritized projects do not receive required public support, the NLA will recommend another prioritized project.

7. Project Conceptual Design and Cost Estimate

This program targets projects that require minimal design, no right of way acquisition, and can be implemented within two years. For the recommended projects, provided public support is received when required, staff will develop a conceptual design following City, ODOT, and industry practices as applicable, along with a more detailed cost estimate. Impacts to transit, emergency routes and maintenance will be identified.

Proposed design will be reviewed for site-specific suitability considering crash data, grades, alignments and other site characteristics. Where the proposed project may result in traffic pattern changes to other streets, acceptable thresholds for the traffic change will be identified and mitigation measures will be included as appropriate, or the project may be adjusted.

The method of construction (City crews or contractor) will be identified based on the type of project and crew availability, and a tentative schedule will be developed. If internal City or outside agency review is needed, plans will be submitted for preliminary approval. If approval is not obtained, plans may be modified or the project may be removed from further consideration. Staff will then prepare an updated recommended projects list based on public support, project design confirmation, and updated costs. Staff will identify if a before and after study will be conducted based on the type of project. The data will be used by the City to evaluate effectiveness of different types of projects.

8. NLA/City Approves Final Project List

Staff will present the final project list and updated cost estimates to the NLA for approval. The final NLA recommendation will be submitted to the City. The Streets Director will review and approve or amend the list and submit to the City Manager. The City Manager will accept the NLA approval and Streets Department recommendations or approve with modifications, based on implementation feasibility, costs, or other factors.

9. Project Final Design and Implementation

After the final project list is approved by the NLA and City Manager, staff will complete the final design and seek any other required agency/department approvals. Some projects may require outside design or survey. Should a project require outside design, the design costs are typically thirty percent of construction costs. The City will bid projects for construction or schedule with City crews depending on crew schedules, the project scope, and the State of Oregon public works procurement rules. Staff will coordinate with the applicants and the NAs to implement the education component.



Staff will approve and aid in formatting all education programs and messages prior to implementation. As available, the Police Department will coordinate any targeted enforcement in conjunction with the project.

10. Monitoring for Success

- a. Before and After Studies: If the project was identified for a before and after study, an after study will be conducted. The results will be provided in a summary report to the NLA.
- b. Program Review: After each round of project implementation, the program and forms will be evaluated to determine if improvements can be made to simplify or streamline the process while still meeting program goals.

PROGRAM DOCUMENTS

The program documents listed below are available on the City's website at:

www.bendoregon.gov/streetsafety.

- A. Program Summary (this document)
- B. Neighborhood Street Safety Toolbox
- C. Application Form (online and paper form)
- D. Application Overview
- E. Project Summary (including Eligibility Checklist)
- F. NLA Prioritization Worksheet
- G. Neighborhood Support Survey

INFORMATIONAL RESOURCES

The resources listed below are available on the City's website at:

www.bendoregon.gov/streetsafety.

- **General Maps and Data**
 - Neighborhood Street Safety Program transportation maps. Shows the street classifications by NA: local, collector and arterial streets. Shows private streets.
 - Crash Data
- **Current Projects**
 - 2019 – 2022 Neighborhood Greenways Project Map
 - Capital Improvement Projects 2019 – 2023
- **Future Projects**
 - Draft Key Bicycling and Walking Routes Map (in review by TSP)
 - Transportation System Plan (TSP) Draft Proposed Projects List
 - TSP Neighborhood Workshop Summary and Outcomes



Accommodation Information for People with Disabilities

To obtain this information in an alternate format such as Braille, large print, electronic formats, etc. please contact Janet Hruby at jhruby@bendoregon.gov or 541-322-6336; Relay Users Dial 7-1-1, and 541-389-2245.