

Subject:	Task Force Meeting	Meeting No:	5
Project:	Galveston Corridor Project	Project No:	ST11GA
Meeting Date:	06/12/14	Meeting Location:	HDR Office - Bend
Notes by:	Stephanie Serpico		

**Attendees:**

City of Bend: Nick Arnis, Robin Lewis

HDR: Stephanie Serpico

SERA: Matt Arnold

DKS: Chris Maciejewski

Task Force: Jason Adams, Marshall Greene, David Gurule, John Kelly, Joanne Richter, Stacey Stemach, Garrett Wales, Nicole Weathers

Not in Attendance: Brian Potwin, Al Tozer

**Topics Discussed:**

- Reviewed the project charter.
- Talked about how we are going to present information to the public and how we represent the project to the public.
- Reviewed the traffic memo of 2 vs 3 lane. The memo shows results at the corridor level, not the specific detail at each of the intersections.
- Information that would be good to have included in the traffic memo is the difference between through trips and destination trips.
- With medians that would restrict left turns, there is a concern with side street access and congestion and loss of business. Narrow side streets are also a concern to some of the task force members.
- Cross sections review – sketches are representative, the location of sidewalks, landscape strips, medians, parking, etc. can be modified.
- Main difference between Option A and B is the meandering sidewalks and on street parking.
- Option D and F have narrow roadway sections and has the most issue with conflicts with ped/bike usage because of additional conflicts with driveways and accesses. That is why option D has driveways closed and option F has all driveways and accesses closed with maximized on-street parking. Option D would be little better if there were on street parking.
- Continue analyzing the following options:
  - G modified: 3 lane section w/ traffic calming (islands, raised medians, on street parking) this could morph into sections of Galveston looking like option A and B.
  - D modified: would like to add more driveways instead of closing all driveways and some on street parking – add sharrows to roadway, maybe use the landscaped strip to add more buffer/width to the travel lane.

**Outstanding Action Items:**

Date	Action	Responsible	Comments
04/29/14	Develop draft goals, objectives, selection criteria and scoring matrix for intersection at Galveston and Harmon.	Stephanie	Work with Chris and Matt to develop and have for June/July Task Force meeting.
12/05/13 01/30/14	Set up a public work session	Stephanie	To occur after the next task force workshop

**Decisions:**

Date	Decision
12/05/13	Al Tozer was nominated as Chair.
12/05/13	Tom Atkins was appointed to the Task Force. Keep the Task Force at 11 members.
12/05/13	On upcoming agendas, list the members of the Task Force who cannot.
12/05/13	Voting structure – see charter for process.
01/30/14	Work sessions will be held at night for 2 ½ to 3 hours.
03/21/14	Tom Adkins resigned from the task Force. A replacement was not selected.

**Completed Action Items:**

Date	Action	Comments/Date
06/12/14	Determine the amount of traffic that is through vs destination oriented.	Provide the information in the final traffic report.
04/29/14	Set up next Task Force Meeting	Completed – held 6/12 to review roadway concepts.
04/29/14	Set up meeting with City to discuss how to directly involve property owners on the corners of Harmon and Galveston.	Completed – meeting scheduled for 05/05/14. Al Tozer was invited as the chair of the task force.
01/30/14	Update vision/goals and evaluation criteria with comments	Emailed to task force 02/06/14
12/05/13	Set up SharePoint site for project	Completed 12/18/14
12/05/13	Develop a schedule with a tentative construction date.	Completed 01/27/14
12/05/13	Distribute goals/objectives/evaluation criteria	Completed 01/27/14
12/05/13	Set up cross section workshop in January	Held 01/27/14
11/06/13	Contact Marshall about his interest in joining the task force.	Marshall has accepted to join – 11/6/13
11/06/13	Contact John and Brian about interest in joining task force.	Brian and John confirmed 11/7/13
11/06/13	Set up next Task Force meeting	Held 12/05/2013
11/06/13	Send out scope of work for project and draft schedule	Completed 11/7/13