

**MEMORANDUM**

City of Springfield

**Date:** 10/4/2018**To:** Gino Grimaldi**COMMUNICATION****From:** Tom Boyatt, Interim DPW Director  
Sandy Belson, Interim CMD Manager  
Molly Markarian, Senior Planner**PACKET****Subject:** Main Street Safety Project**MEMORANDUM****INFORMATION SHARE:**

As the project team prepares to launch the first round of community engagement for the Planning Phase of the Main Street Safety Project, staff has prepared this status update should you wish to share with Council.

**Project Background**

In 2016, the Oregon Department of Transportation (ODOT) programmed \$3.9 million to construct raised center safety median treatments on nearly five miles of Main Street from 20<sup>th</sup> to 72<sup>nd</sup>. ODOT also offered financial support to the City to engage property owners, businesses, and the traveling public in a planning process to develop and document how to address the safety problems on Main Street with a design concept that provides for the access needs of corridor businesses and accommodate current bus service and future transit improvements.

The Main Street Facility Plan will be the work product that pulls together analysis, public outreach and design concepts developed during this project's Planning Phase. It is an expression of the community's values that becomes the design framework for project development. Council adoption of the Facility Plan as an amendment to the Springfield Transportation System Plan (TSP) allows the City and ODOT to proceed with detailed design, engineering, and construction of the Council-selected solutions.

At the direction of Springfield City Council staff collaborated with ODOT and Lane Transit District to launch the Planning Phase of the Main Street Safety Project in coordination with the Main-McVay Transit Study. In Spring 2018, ODOT executed its consultant contract, intergovernmental agreement with the City, and formally issued a notice to proceed with the Facility Plan process. On May 21<sup>st</sup>, the project team facilitated Council review and discussion of the Facility Plan goals, process and outcomes in preparation for the June 5<sup>th</sup> Main Street Governance Team meeting that formally kicked off the Facility Plan process. At that meeting, Governance Team members and agency staff reached a common understanding about the Facility Plan process, and the Governance Team agreed on the definition of the project purpose, agency roles, and project decision-making process.

Due to the length of the Main Street corridor, the large number of adjacent stakeholder business and property owners, and significant ongoing safety issues, the process to forge solutions is complex and time consuming.

**Project Status**

At the July 17th Planning Commission Work Session, the project team reviewed the Main Street Facility Plan process and sought input on the development of the project's Community Engagement Plan and recruitment of Strategic Advisory Committee members.

With input from elected and appointed officials, the project team developed the draft Community Engagement Plan that: presents background information on the project and the purpose of the Community Engagement Plan; describes a broad spectrum of activities that the project team will implement in order to assure that interested and affected parties have adequate opportunities to provide meaningful input to the Facility Plan; and documents Dispute Resolution Process and Protocols for the project. This summer, the project team also recruited Strategic Advisory Committee members using a media release, E-Update to interested parties, social media post, posting on City webpage and ourmainstreetspringfield.org webpage, and direct appeals to prior participants in Main Street-related projects and organizations/individuals with connections to desired interest groups. The Register-Guard subsequently covered the recruitment in print and electronic formats. In addition, the project team revised the project masthead for inclusion in project outreach materials and coordinated with Lane Transit District to develop and document coordination of safety and transit project deliverables.

On September 5<sup>th</sup>, the Planning Commission, acting in its capacity as Springfield's Committee for Citizen Involvement, approved the draft Citizen Engagement Plan as presented, which can be found here: [http://ourmainstreetspringfield.org/wp-content/uploads/2018/09/Main-Street-Safety-Project-CEP\\_Final.pdf](http://ourmainstreetspringfield.org/wp-content/uploads/2018/09/Main-Street-Safety-Project-CEP_Final.pdf). The Committee for Citizen Involvement also appointed 12 Strategic Advisory Committee members that reflect the variety of interests desired for the duration of the Planning Phase. Also in September, the project team prepared initial drafts of the following: project fact sheet, business inventory spreadsheet; existing transportation conditions inventory and memo; and transportation analysis methods and assumptions memo and operational analysis model.

### **Next Steps**

The first major round of communication and engagement with the community, as well as continued technical analysis will occur in the coming months. In early December the project team will summarize the results of the first round of community engagement, as well as existing conditions analysis in a memo for the Planning Commission, City Council, and Main Street Governance Team.

#### *October*

- Field-verifying & finalizing business inventory
- Drafting updated website materials & developing Mailing #1 materials
- Technical Advisory Committee Meeting #1 week of 10/29
- Updated website going live week of 10/29
- Mailing #1 sent to property owners and business owners week of 10/29
- Preparing existing conditions safety analysis
- Preparing environmental constraints memorandum
- Preparing existing land use summary

#### *November & December*

- Strategic Advisory Committee Meeting #1 week of 11/5
- Online Open House #1 going live week of 11/5
- Developing goals and objectives, key principles and methodology
- Developing future baseline travel forecasts and conditions analysis