

APPROVED

TRAFFIC SAFETY ADVISORY BOARD

Minutes

August 19, 2014

The August meeting of the TSAB was held at 7 pm on Tuesday, August 19, 2014 in the training room of the municipal building (room 104). Meeting was called to order at 7:00 pm.

Present were:

William Polfus, Jane L. Shelton, Andrew Howe, Bill Davis, Ben Redmond, Jana Humphrey, Steve Byrd (City staff representative)

Absent were:

Gene Dunaway, Aditya Savara, Alexander Crutchfield (ORHS representative)

Non board members:

Trygve Myhre

1) Approval of minutes from last meeting.

Minutes from the July 15, 2014 meeting were approved unanimously.

2) Discussion of Annual Planning

Using the minutes from the June 10, 2014 Annual Program Process Work Session (see appended minutes below), we discussed ways to improve the list on those minutes.

Some minor phrase changes were discussed.

- a) Removal entirely of "that may come up / to look into"
- b) Changing "traffic" to be "transportation" in order to better imply the inclusion of pedestrians and bicycles into the equation
- c) Combining items 1 through 4 into a single line

We also noted the absence of parking issues in the list.

Ben Redmond pointed out that while this list details what we might do in times of low activity, it didn't say much about the process. Will the entities we approach for information come to us or will we come to them? Do we have them all come to us in one meeting or several? How long in advance should we meet with them to reach our self-imposed November 30 deadline?

Jana Humphrey reminded us that our primary priority is to handle requests from the City Manager and City Council, and we all agreed that this Annual Program would be something to work on in the absence of direct requests.

We were informed that Kathryn Baldwin will be holding a webinar in early September on the concept of "Complete Streets".

We also briefly discussed the goal of creating a complete trail system from Knox to Oak Ridge to the plants, and how the intersecting of the rails-to-trails program would be something to also pay close attention to on an annual basis.

We left the alterations, additions and re-phrasings in Bill Polphus' capable hands for review at our next board meeting.

3) Comments and Questions on Road Work in the City

Jana Humphrey wondered about the local distribution of gasoline taxes, formerly used as a funding source for road repair, and the long and short of the answer is that the funds we used to receive directly are now channeled through a preliminary body and we are not receiving as much funding as we used to.

Andrew Howe asked about the Robertsville Rd pedestrian crossing parallel to and at the Turnpike. Steve Byrd informed us that the pavement work is complete as is the road striping. The pedestrian crosswalk signal is not presently active but will be in a few weeks.

Andrew Howe asked about the Jackson Square parking lot project. Steve Byrd informed us that the initial bids on the initial design came in far over-cost and the city is now in the process of getting new bids on a less ambitious and costly design. The city hopes to begin work this November and finish around May of next year.

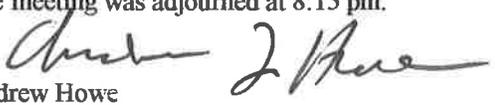
Someone asked about the Blankenship parking lot project, and Steve Byrd confirmed that part of the need for the work is to meet ADA requirements.

4) Additional Business

There was none.

5) Adjournment

The meeting was adjourned at 8:15 pm.


Andrew Howe
TSAB Secretary

**Traffic Safety Advisory Board
Annual Program Process Work Session Meeting Minutes
Tuesday, June 10, 2014**

The meeting was called to order at 7:10 pm.

In attendance: Aditya Savara, Jane Shelton, Bill Polfus, and Jana Humphrey

The purpose of this working session was to develop a process for creating an Annual Program as established in Resolution 8-112-85 section 8.

The attendees reviewed the Traffic Safety Advisory Board (TSAB) Goals for 2012. Based on these goals and the resolution section 6 defining the function of the TSAB and input that was received from Andrew Howe (TSAB member not in attendance) the attendees developed the following process.

1. Communicate with the City Manager to identify major traffic issues that may come up in the next 12 months.
2. Communicate with the City Mayor and City Council to identify major traffic issues that may come up in the next 12 months.
3. Communicate with the Police Chief to identify major traffic issues that may come up in the next 12 months.
4. Communicate with the Regional Planning Commission to identify major traffic issues that may come up in the next 12 months.
5. Examine accident and accident severity in Oak Ridge and make recommendation to City Council for traffic speed and traffic safety design adjustments.
6. Examine TDOT Traffic Volume Data in Oak Ridge and based on changes in traffic volumes make recommendation to City Council for speed and design adjustments.
7. Based on 1-6 above develop an Annual Program for the TSAB to address as time allows after addressing specific requests from the City Council, City Manager, and Regional Planning Commission.
8. Submit the Annual Program to the City Council and City Manager for approval and authorization by November 30 each year.

The meeting was adjourned at 8:00 pm.

Minutes prepared by Bill Polfus