

Appendix B

Public Involvement Summary

Archival Note: Appendix B was created as part of the 2007 TSP update—it does not reflect the update process that was conducted in 2013.

INTRODUCTION

Milwaukie has some of the most organized and active communities, neighborhoods and citizen activists in the Portland Metro area. Residents have a high expectation to be involved in City business. Recognizing this, the City developed a public involvement program that was likely the most extensive public outreach and involvement process-to-date in the State of Oregon for a Transportation System Plan (TSP). The program included opportunities for citizens to participate at both a mode-specific and broad policy level, resulting in a TSP that reflects the needs and priorities of the community.

POLICY REQUIREMENTS

State, regional, and City policies require that citizen input be part of the transportation system planning process. Oregon's Statewide Planning Goal #1 mandates the following:

- Provide widespread citizen involvement, including the establishment of a citizen advisory committee (CAC) broadly representative of geographic areas and interests.
- Assure effective two-way communication with citizens.
- Assure technical information is available in an understandable form.
- Assure that citizens receive a response from policymakers.
- Ensure adequate funding for citizen involvement in a planning budget.

As outlined in the Comprehensive Plan Chapter 1, City policy requires the following:

- **Objective #1:** "The City will promote citizen participation in the planning process primarily through the nine Milwaukie Neighborhood Areas..."
- **Objective #2:** "To encourage broadly based public participation involving a cross section of citizens from a variety of geographic and interest areas, solicited through an open, well-publicized process."
- **Objective #3:** "Promote informed public participation in planning decisions by providing readily available publications and printed materials regarding current issues and proposed policies and providing for two-way communication between policy-makers and citizens."

OUTREACH AND INVOLVEMENT PROGRAM

At the beginning of the TSP Update Project the City set the following goal:

The public involvement process for the Milwaukie TSP update will encourage and provide opportunities for citizens to participate in all phases of the planning process and keep

citizens informed through open lines of communication for the sharing of questions, problems and suggestions.

To reach this goal, staff designed the TSP public outreach and involvement program to include the following elements:

- Community Briefings
- Advisory Committee
- Working Groups
- Web Survey
- Open Houses
- Information

Community Briefings

The City hosted four Community Briefings in different locations around Milwaukie between November 30 and December 6, 2006 to:

- Introduce and describe the TSP and the TSP update process.
- Invite future participation in upcoming Working Groups and Workshops.
- Solicit public input in a focused way on existing conditions and key issues.
- Inform the public about how to stay updated on TSP news and events.

The City Planning Director began each two-hour Community Briefing with a short slide show presentation explaining the TSP project and process. Participants were invited to write their concerns, questions, or statements about what the City should study during the TSP process. Posters in the room provided information about involvement opportunities, and participants were invited to indicate their interest in upcoming working groups and workshops.

Community Briefings were widely advertised:

- A special 2-page insert was featured in the November 2006, Pilot and sent to every household in Milwaukie (about 8,000 households).
- Flyers were hand-delivered to every business in downtown Milwaukie.
- The *Oregonian*, *Clackamas Review*, and North Clackamas School District newsletter listed the briefings in their calendars and ran short stories.
- The City's Transportation Liaison notified parent-teacher groups, local churches, and other interested individuals.
- The Community Services Department announced the Community Briefings in weekly e-mail updates to interested citizens.

Advisory Committee

The City formed the TSP Advisory Committee (AC) by inviting appointed representatives and also advertising an open application process. The group included representatives of partner agencies and local businesses, as well as interested citizens (there was at least one resident of each Neighborhood District Association). The AC met six times between January and August 2007. All of these meetings were advertised in advance and open to the broader



Advisory Committee members discuss TSP goals

community, and meeting packets were available on the City's website.

The AC meetings were well attended, with an average attendance of 20 people at each meeting. AC members contributed over thirty hours of their time participating in meetings and reviewing materials in advance. In addition, many of the AC members each participated in one or more Working Groups, Workshops, and Open Houses.

The AC was instrumental in developing the City's transportation goals, identifying new or revised policies, reviewing and consolidating the recommendations from the working groups, and guiding project prioritization. Exit surveys conducted with the AC members indicate that the participants were highly satisfied with the process.

City of Milwaukie Transportation System Plan Update Advisory Committee Members*

Citizen Representatives	
David Aschenbrenner	Citizen Member (Hector Campbell)
Scott Churchill	Citizen Member (Historic Milwaukie)
Nick Dougher	Citizen Member (Linwood)
Forris Frick	Citizen Member (Lake Road)
Ben Horner-Johnson	Citizen Member (Lake Road)
Michole Jensen	Citizen Member (Ardenwald)
Paul Klein	Citizen Member (Lewelling)
Dolly Macken-Hambright	Citizen Member (Linwood)
Charlie Stephens	Citizen Member (Oak Grove)
Ed Zumwalt	Citizen Member (Historic Milwaukie)
Business Representatives	
Greg Chaimov	Chamber of Commerce Representative
Neil Hankerson	Downtown Business Representative
Gary Hunt	Industrial Business Representative
Bill Lake	Industrial Business Representative
Todd E. Mobley	Hospital Representative
Mike Wells	Real Estate Development Representative
Agency Representatives	
Kelly Carlisle	School District Representative
Gail Curtis	ODOT Contract Manager
Shari Gilevich	Clackamas County Representative
Marty Hanley	Milwaukie Center Representative
Stacy Humphrey & Bill Holmstrom	State of Oregon DLCD Representative
John Mermin	Metro Representative
Young Park	TriMet Representative
Ron Schumacher / Mace Childs	Fire Department Representatives
Mike Swanson / Kenny Asher	City of Milwaukie Representatives

* Members are defined as having submitted an application and participated in at least three of the six meetings.

Working Groups and Workshops

The Working Groups and Workshops were created to focus on different subtasks of the TSP. The Working Groups included; Downtown Parking, Freight, Street Design, Traffic and Street Network, and Transit. The Workshops included; Bike and Pedestrian. The introduction of Working Groups and Workshops into the planning process allowed for specific aspects of the TSP to be discussed and resolved to a greater level of detail than usually occurs at the TSP level providing valuable policy and project direction. The City was faced with several areas of their transportation system that either were minimally addressed in the previous TSP (such as bicycle/pedestrian planning and street design), required innovative solutions (such as freight), and/or were complicated or historically unresolved (such as transit and downtown parking).



Street Design participants discuss "context sensitive" design options

Community members, businesses, and participants in the Advisory Committee were invited to join one or more mode-specific Working Groups or attend a Workshop on specific transportation issues. Anyone who was interested in participating attended an orientation meeting in February 2007, which outlined the overall process and opportunities for involvement. The orientation event was taped and televised on Milwaukie Cable Access channel 30 throughout the months of February and March 2007.

Each Working Group met three or four times each with many participants involved in several groups. Workshops met two to three times each to discuss pedestrian and bike solutions as well as downtown parking. In total there were:



The TSP Bicycle Solutions group takes a bike tour through Milwaukie

- Two Pedestrian workshops
- Three Bike workshops--including a guided bike tour
- Two Downtown Parking workshops
- Four Freight Access meetings
- Four Traffic & Auto Circulation Solutions meetings
- Three Street Design Alternatives meetings
- Four Transit Solutions meetings

Over one hundred people participated in the Working Groups and Workshops. The focused nature of the Working Groups and Workshops allowed for a greater level of technical detail to be presented and discussed. Many working group members contributed countless hours reviewing existing conditions, identifying problems, developing innovative solutions, proposing policy changes and recommendations, and establishing both community and modal priorities. Each Working Group and Workshop created a draft "modal plan," which was brought to the Advisory Committee to be compiled into one set of citywide priorities. While time consuming and at times complicated for the staff to implement, the Working Groups and Workshops were well received by the community and proved to be an extremely valuable tool for developing mode-specific plans that reflect the priorities of the community.



Business owners and residents discuss downtown parking needs and solutions

Bike and Pedestrian Workshop Participants

Heather Andrews	Sherri Dow	Anne Nottingham
David Aschenbrenner, AC, WG	Parker Fitzpatrick, WG	Connie Ottoboni
Cheryl Ausmann-Moreno	Forris Frick, AC, WG	Susanna Pai
Lisa Batey	Mark Gamba	Matt Picio, WG
Jerry Bitz	Emily Gardner	Jon Stoll
John Climaldi	Willi Horner-Johnson, WG	Paul Sylvester
Noah Cowgill	Steven Kung	Aaron Tarfman
Debbie Cronk	Matt Menely, WG	Dottie Teeple
David DeVore	Renee Moog	Ann Wilson
Nick Dougher	Keith Neubauer	

Downtown Parking Working Group Participants

Melissa Arne	Lanice Coleman	Ed Parecki
David Aschenbrenner, AC, WG	Parker Fitzpatrick, WG	Ray Peck
Jean Baker	Neil Hankerson, AC	Zach Rogers
Jim Bernard	Greg Hemer	Joe Sandfort
Ray Bryan, WG	Lee Holzman	Nancy Wittig
Jill Chapman	Jason Jenkins	Ed Zumwalt, AC, WG
Tim Clouse	Tom Kemper	
Charmane Coleman	Jeff Klein	

Freight Working Group Participants

George Anderson	Brian Heiberg	Pat Russel, WG
Lorenzo Araque	Gary Hunt, AC	Dick Samuels
Charles Bishop	Bill Lake, AC	Todd Schwartz
Libby Clark-Agosti	Bernadine Moore	Charlie Stephens, AC
Steve Flury	Cara Nalam	

Street Design Working Group Participants

David Aschenbrenner, AC, WG	Alicia Hamilton	Matt Picio, WG
Ray Bryan, WG	Ben Horner-Johnson, AC, WG	Cami Waner
Kathy Buss, WG	Willi Horner-Johnson, WG	
Bruce Conachan	Virginia Pai, WG	

Traffic and Street Network Working Group Participants

David Aschenbrenner, AC	Ben Horner-Johnson, AC, WG	Leslie Schockner
Ray Bryan, WG	Tom MacFarlane	Julie Wisner, AC
Kathy Buss, WG	Matt Menely, WG	Ed Zumwalt, AC
Gail Curtis, AC	Matt Picio, WG	
Forris Frick, AC, WG	Pat Russel, WG	

Transit Working Group Participants

David Aschenbrenner, AC, WG	Lynda Hunter	Young Park
Ray Bryan, WG	Christopher Hunterman	Phil Selinger
Sandi Burns	Dolly Macken-Hambricht, AC	Pam Shea
Kathy Buss, WG	Sarah Maier	Dion Shepard, AC
Phil Favorite	Gary Michael	Ron Swanson
Forris Frick, AC, WG	Tim Morris	Marge Tipton
Ben Horner-Johnson, AC, WG	Virginia Pai, WG	Ed Zumwalt, AC, WG

Web Survey

The City posted a twelve-question self-selected survey on its website between March 1, 2007 and March 25, 2007 to both inform the community about the TSP process and to learn more about the issues and concerns of the community. One hundred and fifty eight people completed the survey including over 80% of respondents completing several open ended, narrative questions. In addition to learning about basic demographics, the questions were designed to gather information regarding how they use the transportation system and how they think it could be improved.

Paper surveys were made available; however all responses came via the internet. To make the survey more widely available to those without internet access, the survey was advertised at the Ledding Library's computer stations. Outreach in advertisement of the survey included:

- Advertised in the front page of the March Pilot
- Story and link on home page of City website
- Posters put in all bus stops at the Milwaukie Transit Center
- Emails sent to all TSP interested person's list
- Emails sent to all NDA members
- Emailed to Waldorf School
- Sent to all Milwaukie area North Clackamas Schools, including distribution to over 1300 recipients via the Milwaukie High School "E-News."
- Hand-delivered to Downtown Milwaukie businesses
- Article on BikePortland.org
- The TSP survey flyer was provided (in print copy or electronically, depending on preference) to: Dark Horse Comics, Albertsons (at Milwaukie Marketplace, handouts distributed with paychecks to all 87 associates), Pendleton Woolen Mills, Reliable Credit, Hoya, OECO, Bob's Red Mill, Johnson Controls.

Open Houses

An Open House was held July 12, 2007 to present all the recommendations of the Working Groups and Workshops to the broader community. Participants at the Open House were encouraged to offer their input on the recommendations and discuss their questions with staff. The material presented at the open house was also made available at the Farmer's Market on July 15, 2007, and posted on the TSP website.

Participant Exit Survey Results

All advisory committee and working group members were given exit surveys at the conclusion of their work. Respondents were asked to rate their group based on the following statements:

- The meeting facilitators encouraged and allowed all participants to share their ideas.
- My input was used to shape recommendations.
- I was given enough information to be prepared for each meeting.
- The information presented in meetings was clear and understandable.
- I now have a better understanding of transportation issues in Milwaukie.
- Meetings were efficient and made good use of my time.
- This Working Group/Workshop was worthwhile and out of it came good recommendations.
- I am glad I participated in this Working Group/Workshop.
- The overall TSP process was worthwhile and out of it came good recommendations.

Thirty-six participants completed exit surveys. Ninety-seven percent (35 of the 36 respondents) rated the TSP process high or very high for all aspects. Respondents were also provided space to leave general comments. A sampling of comments follows:

"I appreciated everyone's willingness to expand the meeting schedule to meet the needs of the bike community--including a bike boulevard assessment ride."

"The Milwaukie personnel were great to work with and from the sounds of things, they listened to the great ideas of the citizens. I look forward to the final outcome of our efforts through the remainder of planning."

"You (Alex), Katie and the team all did a great job. Thank you for including me, thoughtfully considering my comments, and working towards the initiatives of the North Industrial representatives. I hope to work with you again."

"Great job of public outreach. I've never seen that much outreach for a TSP before."

Information

The City used the public outreach communication methods listed below to announce special events and inform citizens about ongoing activities.

- The Pilot newsletter was mailed to every household in the city monthly.
- Flyers were posted at City facilities and the Milwaukie Farmers Market
- Community Services sent weekly email updates to over 100 people including all neighborhood association members and City board members.
- The City's Transportation Liaison sent updates to his contacts-including Parent-Teacher Organizations, churches, businesses, and individuals. This list currently includes over 100 contacts.
- Information was given through the video "bulletin boards" on the government and public access channels (23 and 30).
- A section dedicated to the TSP process was featured on the City's homepage. This section contained ongoing updates, meeting information, documents, and survey results.
- Staff visited all 7 Neighborhood District Associations to inform them about the project, both before it began and throughout the process.
- Flyers were sent to principals of all public and private Milwaukie schools.
- Updates were sent to the North Clackamas Chamber of Commerce to include in their newsletter.

The public came to rely on the City's website for the most up-to-date information about the project. All meeting materials, meeting announcements, survey results, and draft chapters were available for public review on the website.