



**Lewiston Public Works Advisory Commission**  
**SPECIAL MEETING AGENDA**  
**May 8, 2024 - 12:00 PM**  
**Bell Building 2nd Floor Meeting Room - 215 D Street**  
**Lewiston, Idaho 83501**

Seating will be available on a first-come, first-served basis. All others who wish to observe this meeting may watch and listen to the livestream on their own device(s) by visiting the City of Lewiston's Facebook page or the City's website at [cityoflewiston.org](http://cityoflewiston.org).

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**I. CALL TO ORDER**

**II. CITIZEN COMMENTS**

This is an opportunity for citizens to address the Commission on agenda items or other items they wish to bring to the attention of the Commission or Staff. Comments may be made: (1) in-person, (2) by emailing [publicworks@cityoflewiston.org](mailto:publicworks@cityoflewiston.org), or (3) by calling 208-746-1316 extension 6 and leaving a message. Comments submitted by email or phone will be forwarded to the Public Works Advisory Commission. If you would like your comment to be read out loud during the meeting, please so indicate in your message.

**III. CONSENT AGENDA**

All items on the Consent Agenda are considered routine and will be enacted by one motion. There will be no separate discussion on these issues unless a member so requests, in which case the item will be removed from the Consent Agenda and considered under Section VI - Items Moved from Consent Agenda.

**A. APPROVAL OF MARCH 20, 2024 MEETING MINUTES: - Action Item**

**B. APPROVAL OF APRIL 17, 2024 MEETING MINUTES: - Action Item**

**IV. DIRECTOR'S REPORT**

Concise updates on items from previous meetings and notices of upcoming projects, efforts, etc. Questions are permitted but not intended for discussion by, or action from, the Commission.

**V. ACTIVE AGENDA**

Article V. Rules of Debate of the Public Works Advisory Commission bylaws states: A. Recognition by chairperson and interruptions prohibited. A Commission member desiring to speak at a meeting shall address the chairperson and, upon recognition by the chairperson, shall confine himself or herself to the question under debate. A Commission member, once recognized by the chairperson, shall not be interrupted when speaking. B. Call for the question. A Commission member may call for the question upon being recognized by the chairperson. If the motion to call for the question is seconded, debate shall not be allowed, and the motion must be approved by two-thirds (2/3) of the Commission members present. If the motion is so approved, the Commission shall immediately vote on the underlying question without further debate.

- A. **TRAFFIC CALMING POLICY & TRAFFIC CALMING APPLICATION PACKET:** Soliciting feedback on the draft *Traffic Calming Policy* and corresponding *Traffic Calming Application Packet* staff created based on the comments provided by the Commission at the December 13, 2023 meeting. The Commission did not reach quorum at the April 17, 2024 meeting and thus, all Action Items have been brought before the Commission again. - Action Item
- B. **VACANT SEAT - JUSTIN MERWIN APPLICATION:** Consideration of Justin Merwin's *Advisory Board or Commission Application* for the vacant seat. The Commission did not reach a quorum at the April 17, 2024 meeting and thus, all Action Items have been brought before the Commission again. - Action Item
- C. **VACANT SEAT - LYTONIA GARDEE APPLICATION:** Consideration of Lytonia Gardee's *Advisory Board or Commission Application*. The Commission did not reach a quorum at the April 17, 2024 meeting and thus, all Action Items have been brought before the Commission again. - Action Item
- D. **PUBLIC WORKS - APPROACH TO BUDGET (CONT'D):** A continuation of the March 20th and April 17th agenda item with specific focus on the proposed Utility Construction Coordinator position. - Action Item (Dustin Johnson)

VI. **ITEMS MOVED FROM CONSENT AGENDA** - Action Item

VII. **UNFINISHED & NEW BUSINESS**

- A. **COMMISSIONER COMMENTS:** *Comments should not be related to an item currently before the Commission or an item that may come before the Commission in the foreseeable future, and should be limited to comments, not discussion.* - Action Item
- B. **STAFF LIAISON COMMENTS:** *Comments should not be related to an item currently before the Commission or an item that may come before the Commission in the foreseeable future, and should be limited to comments, not discussion.* - Action Item

C. **FUTURE AGENDA ITEMS:** - Action Item

VIII. **ADJOURNMENT** - Action Item

*The City of Lewiston is committed to providing access and reasonable accommodation in its services, programs, and activities and encourages qualified persons with disabilities to participate. If you anticipate needing any type of accommodation or have questions about the physical access provided, please contact Public Works Specialist Haley Kelley at least 48-hours in advance of the meeting time at (208) 553-2662 or [publicworks@CityofLewiston.org](mailto:publicworks@CityofLewiston.org).*