Lewiston Public Works Advisory Commission
REGULAR MEETING AGENDA
January 10, 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.

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, 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 V - Items Moved from the Consent Agenda.

A. **APPROVAL OF DECEMBER 8, 2023 MEETING MINUTES** - Action Item

B. **APPROVAL OF DECEMBER 13, 2023 MEETING MINUTES** - Action Item

C. **US-12 INTERSTATE HIGHWAY BRIDGE ("BLUE BRIDGE") LETTER TO WSDOT:** *The Commission expressed concern over the stormwater drainage capacity of the US-12 Interstate Highway Bridge ("Blue Bridge") following the June 9, 2023 storm event; staff was directed to draft a letter to the agency responsible for the Blue Bridge, the Washington State Department of Transportation (WSDOT). A draft of the letter was distributed to the Commission members via email on January 4, 2024 to assist staff by clarifying the letter's intent in order to finalize and distribute the letter following approval of the Consent Agenda.* - Action Item

IV. ACTIVE AGENDA

A. **PURPOSE AND FUTURE PLANNING:** *Closing out the first calendar year of the Public Works Advisory Commission, Director Johnson would like to reevaluate the purpose of the commission and revise the bylaws, if needed, in order to best plan for future agendas.* - Action Item

V. ITEMS MOVED FROM CONSENT AGENDA

VI. 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

VII. ADJOURNMENT

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.

The PUBLIC WORKS ADVISORY COMMISSION met in the Bell Building 2nd Floor Meeting Room at 215 “D” Street. Council Liaison and Chair Kathy Schroeder called the meeting to order at approximately 12:00 p.m.

IT staff were not available to set up a live recording but the agenda was published, posted on the City website, and distributed to media outlets on November 29, 2023.

I. CALL TO ORDER

COMMISSIONERS PRESENT: Laura Wright, Brent Bourassa, Ryan Rehder, and Kayleigh Philippi

COMMISSIONERS ABSENT: Vice-Chair Kevin Kelly

CITY COUNCIL LIAISON PRESENT: Councilor Kassee Forsmann; Councilor and Chair Kathy Schroeder

STAFF MEMBERS PRESENT: Dustin Johnson, Public Works Director; Haley Kelley, Public Works Specialist

II. CITIZEN COMMENTS

None.

III. CONSENT AGENDA

Chair Schroeder explained that all items on the Consent Agenda are considered routine by the Commission and will be enacted by one motion. There will be no separate discussion on these issues unless a Commissioner so requests, in which case the item will be removed from the Consent Agenda and considered under "Items Moved From the Consent Agenda".

Commissioners Bourassa and Redher moved and seconded, respectively, approval of the Consent Agenda. The motion carried 4-0.

A. APPROVAL OF OCTOBER 11, 2023 MEETING MINUTES: - Action Item

B. APPROVAL OF NOVEMBER 8, 2023 MEETING MINUTES: - Action Item

IV. ACTIVE AGENDA

A. RECOMMENDATIONS FOR PUBLIC WORKS POLICIES & PROCEDURES: SCHOOL ZONES - Action Item

Director Johnson provided a brief summary of the impetus for this Special Meeting stemming from the November meeting and the Commission’s desire to continue the conversation. He went on to introduce the School Zone Memo that was distributed at the beginning of today’s discussion as staff were not able to complete it in time for inclusion in the agenda packet published on November 29, 2023. This memo can be found in Appendix A.

The Commission provided the following feedback to staff:

Reference	Commissioner Comments	Staff Comments
Policy 2012-3	Commissioner Wright said that there is not a sign near the Lewiston High School headed toward Gun Club Road; the School Zone Map provided corroborates this point.	Director Johnson said that because it was a new facility and private construction, it may not be in the City's asset management software at this time but this issue was made apparent to staff while creating this map.
Policy 2011-10; Policy 2012-3	Commissioner Wright suggested soliciting feedback from School Resource Officers when updating policies and procedures.	Director Johnson agreed.
Policy 2012-3	Commissioner Wright requested clarification and review on why athletic fields were not designated as part of the school zone (see Jenifer Junior High map in policy).	Director Johnson answered that block lengths impact the location of pedestrian crossings but that traffic calming measures may be an option.
Policy 2011-10; Policy 2012-3	Commissioner Philippi asked if there were any steps that could be taken to improve speed reduction heading into school zones.	Director Johnson said that staff could check to see if the area is adequately signed and if the transition between speed limits is feasible in safe.
Policy 2011-10; Policy 2012-3	Commissioners Wright and Rehder questioned why, based on the School Zone Map, a 35 mph speed limit was posted in a school zone when pedestrians would still be present during off-peak times/season.	Director Johnson said that staff would review.
Policy 2011-10; Policy 2012-3	Commissioner Bourassa asked if signage with specific time frames when school was in session were successful.	Director Johnson said that signage with different intervals are not successful.
Policy 2012-3	Commissioner Philippi said that there doesn't appear to be a signage when coming down Bryden Ave to All Saints Catholic School.	Director Johnson said that staff would review.
Policy 2012-3	Commissioner Bourassa asked if the Lewis-Clark State College (LCSC) was outside the bounds of this policy.	Director Johnson said that he was unsure about its exclusion in this existing policy but that staff would look into it for potential inclusion in a revised/updated policy.
Example Cost Estimates	Commissioner Wright said that the rate for the utility bucket is very low and does not reflect Federal Emergency Management Agency (FEMA) standards.	Director Johnson said that staff would review.

Public Works Specialist Kelley read back the direction to staff in revising Policy 2012-3's *Designated School Zone* verbiage, updated school listings and consideration of adding LCSC, field verification of speed limits and signage to update the asset management software. Ms. Kelley asked for confirmation on all items read back to the group; the Commission confirmed.

Mr. Johnson said that staff would work on the direction provided today and that his preference would be for this policy to be adopted by City Council after it is brought to the Commission for review. Ms. Wright requested that the Police Department attend the future meeting when the policy is brought back. Mr. Johnson replied that he would like the School Resource Officers and potentially the Lewiston School District superintendent to attend.

A. RECOMMENDATIONS FOR TRANSPORTATION CAPITAL IMPROVEMENT PLAN (CIP)

Councilor and Chair Schroeder introduced the item alongside Director Johnson before he had to leave the meeting due to another engagement.

Commissioner Rehder asked if there was a more proactive approach for funding as the high dollar projects will eventually filter to the top as the low dollar projects are completed. Mr. Johnson said that Bryden Avenue, Snake River Avenue, and 9th Street are programmed and have been building Surface Transportation Program (STP) monies. He said that a similar approach could be taken with Main Street but it would take a very long time for it to complete and that the current approach is a give and take between high priority projects and the reality of funding available.

Commissioner Wright asked if the City considered a bond. Mr. Johnson said that the City is pursuing a Building Resilient Infrastructure and Communities (BRIC) grant for the Main Street project with the intent of freeing up funding for another project by completing a 30% design.

Ms. Wright said that having a study or design emphasizes dedication to completing project. Ms. Schroeder said that projects in North Lewiston would likely depend on the Memorial Bridge construction. She asked the commission their thoughts on the CIP's ranking of projects.

Mr. Rehder asked what City Council's reasoning behind moving Main Street to the #1 priority project was when approving the 2023 CIP. Ms. Schroeder answered that it was considered the highest priority when taking the underground utilities improvement/replacement into account; Councilor Forsmann agreed and said that the intention was to emphasize its importance by making it the first project viewers see. Mr. Rehder said that 90 out of 100 projects are a single utility project due to the difficulty in coordinating funding. Mr. Schroeder shared that the downtown sector is a unique challenge due to the historical buildings and features.

Mr. Rehder said that he does not hear a lot about the transportation portion of Main Street Reconstruction. Ms. Wright expressed frustration over the priority of the Main Street project relying heavily on the context of underground utilities when that is not reflected in the project description on this CIP; she recommended that the City pursue a citywide capital improvement plan.

Public Works Specialist Kelley reminded the Commission that this CIP pertains to transportation improvements only. She expressed that because a citywide capital improvement plan would extend beyond the purview of Public Works, it would be most beneficial for this idea to be posed to the City Council during citizen's comment or from a Council Liaison. Ms. Forsmann said that she would request it as a future agenda item at the December 11, 2023 City Council.

V. ITEMS MOVED FROM CONSENT AGENDA

VI. ADJOURNMENT

There being no further business, Councilor Forsmann and Commissioner Rehder moved and seconded, respectively, to adjourn the meeting. The motion carried 4-0 and the Public Works Advisory Commission adjourned at approximately 1:25 p.m.

RESPECTFULLY SUBMITTED,

Haley Kelley, Recording Secretary	Chairperson or Acting Chairperson Public Works Advisory Commission

Approved this ____ day of _______________, 2024

APPENDIX A

Memo

To: Public Works Advisory Commission

From: Luke Antonich, PE, City Engineer

Copy: Dustin Johnson, PE, Public Works Director
Haley Kelley, Public Works Specialist

Date: December 8, 2023

Subject: **December 8, 2023 Special Meeting – IV.A. School Zone Map**

This map shows school properties within city limits with designated school zones and the R2 signs in proximity. At this time, our data does not distinguish between speed limit signs and only identifies them by sign type e.g. signs cannot be easily filtered down to display *only* 20 miles per hour signs. However, the street segments are designated at various speeds and are represented by line type.

Please note: this map is a visual aid for today's discussion using current Geographic Information Systems (GIS) data and has not been field verified.

Map Legend

Yellow – Properties under school ownership (not necessarily active schools i.e. properties repurposed for non-education activities or business)

Orange – 300' buffer designated as school zones in Public Works Policy 2012-03

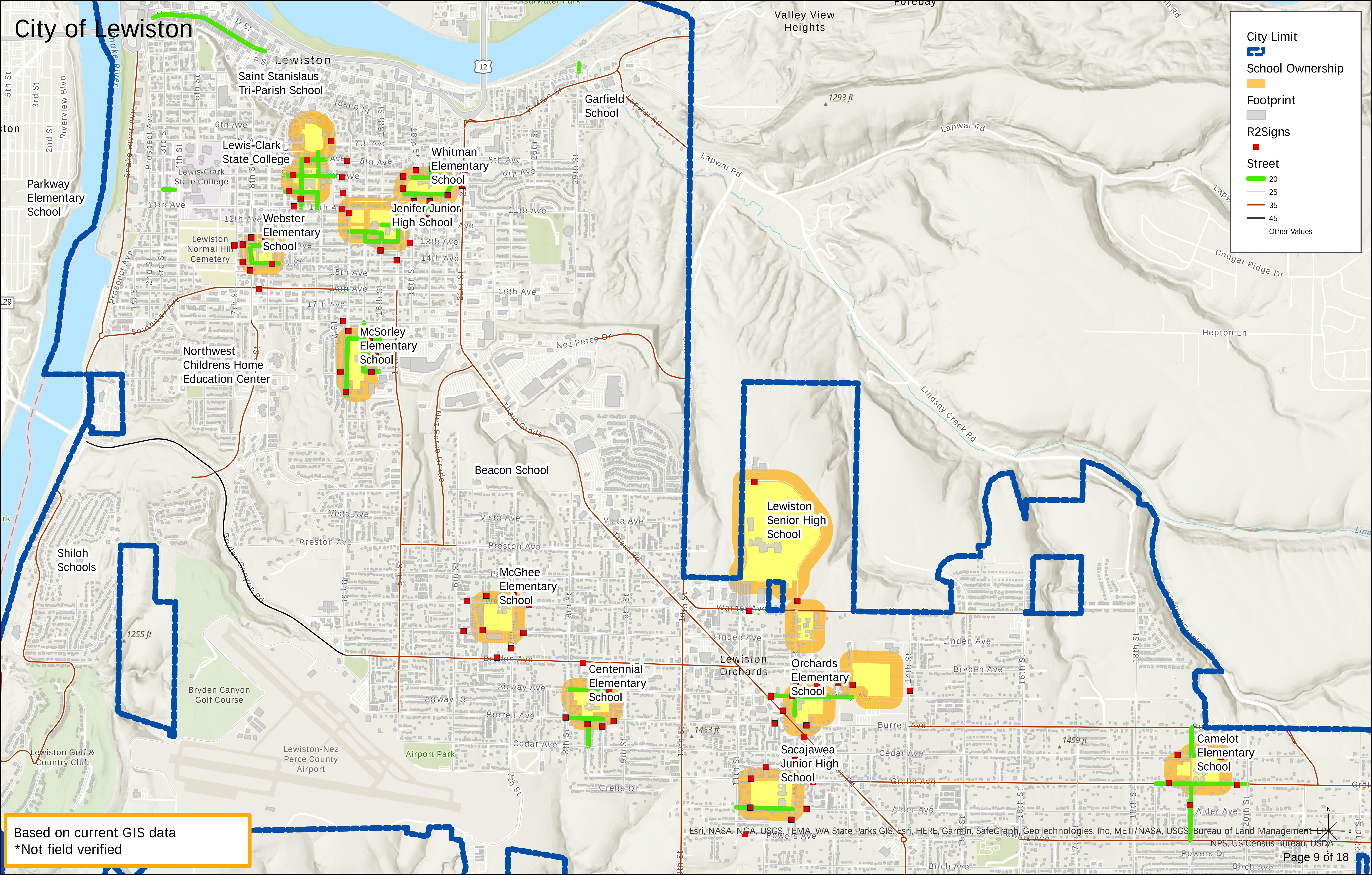
Green Lines – 20 miles per hour speed limit

Grey Lines – 25 miles per hour speed limit

Red Lines – 35 miles per hour speed limit

Black Lines – 45 miles per hour speed limit

Red Dots – Speed limit signs near a school (not necessarily a 20 miles per hour sign)


City of Lewiston
City Limit
School Ownership
Footprint
R2Signs
Street
20
25
35
45
Other Values
Saint Stanislaus Tri-Parish School
Lewis-Clark State College
Parkway Elementary School
Whitman Elementary School
Garfield School
Webster Elementary School
Jenifer Junior High School
Lewiston Normal Hill Cemetery
McSorley Elementary School
Northwest Childrens Home Education Center
Beacon School
Shiloh Schools
McGhee Elementary School
Centennial Elementary School
Lewiston Senior High School
Orchards Elementary School
Sacajawea Junior High School
Camelot Elementary School
Lewiston Orchards
Valley View Heights
Bryden Canyon Golf Course
Lewiston Golf & Country Club
Lewiston-Nez Perce County Airport
Airport Park
Based on current GIS data
*Not field verified
Esri, NASA, NGA, USGS, FEMA, WA State Parks GIS, Esri, HERE, Garmin, SafeGraph, GeoTechnologies, Inc, METI/NASA, USGS, Bureau of Land Management, EPA, NPS, US Census Bureau, USDA
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The PUBLIC WORKS ADVISORY COMMISSION met in the Bell Building 2nd Floor Meeting Room at 215 “D” Street. Council Liaison and Chair Kathy Schroeder called the meeting to order at approximately 12:00 p.m.

Public Works Advisory Commission meetings are recorded live. To view the full video, go to https://www.youtube.com/watch?v=cqTlFyPks24

I. CALL TO ORDER

COMMISSIONERS PRESENT: Laura Wright and Brent Bourassa

COMMISSIONERS ABSENT: Vice-Chair Kevin Kelly and Kayleigh Philippi

CITY COUNCIL LIAISON PRESENT: Councilor and Chair Kathy Schroeder

CITY COUNCIL LIAISON ABSENT: Councilor Kassee Forsmann

STAFF MEMBERS PRESENT: Dustin Johnson, Public Works Director; Luke Antonich, City Engineer; Haley Kelley, Public Works Specialist; Aaron Butler, IT

Public Works Specialist Kelley explained that because a quorum had not been met, no final decisions could be made during the meeting but discussion was permitted.

II. CITIZEN COMMENTS

None.

III. ACTIVE AGENDA

A. DRAFT POLICY AND PROCEDURES FOR NEIGHBORHOOD TRAFFIC CALMING REQUESTS

Director Johnson provided a brief summary of previous discussions, reiterating that staff reviews traffic and accident data, conducts speed studies, and coordinates with the Police Department for increased enforcement for a majority of public requests as the issue is not systemic but rather is due to a single motorist. He explained that a traffic calming program can be used to influence motorist behavior but pointed out that it can result in operations difficulties with regards to street sweeping and snow removal. Mr. Johnson added that City insurance rates are based on response times from emergency services and that input from the Fire and Police Departments is critical when making changes to the transportation system.

Commissioner Wright asked if this was an internal or external document and if the appeal fee would need to be set by City Council. Mr. Johnson answered that he was unsure whether he wanted this document to be adopted by City Council but clarified that the appeal fee has already been established and adopted by City Council. Ms. Wright asked if the existing traffic control device request process originated from a policy or procedure; Mr. Johnson was unaware of an existing policy or procedure.

Ms. Wright requested clarification on the two forms in the packet. Public Works Specialist Kelley clarified that the packet included the existing form that is available on the City website for reference but, if this document was finalized and put into practice, would be replaced with the updated document.

Commission members provided the following feedback:

Commissioner Comments	Staff Comments
Commissioner Wright said that the existing process for requesting traffic control devices is unclear and that the document should clearly communicate new process.	Director Johnson agreed.
Commissioner Wright recommended adding definitions for terms.	Director Johnson agreed.
Commissioners Wright and Bourassa recommended that the use of "will" and "shall" should be reviewed throughout the document.	Director Johnson agreed but clarified that any policies or procedures adopted by City Council which will be made publicly available are reviewed by the City Attorney's office where verbiage is finalized.
Commission Wright and Bourassa recommended a review of the appeals process.	Director Johnson agreed and clarified that the appeal is only for the written decision of the Public Works Department and that the Mayor can only affirm or reverse that decision - he cannot direct staff to explore alternatives.
Commission Wright recommended clarifying that submissions are to the Engineering Division instead of the Public Works office.	
Commissioners Wright and Bourassa recommended a separate section outlining the appeals process.	Director Johnson agreed.
Commissioner Wright notified staff of a duplicate heading.	
Commissioner Wright recommended adding examples of the proposed traffic calming devices.	

Mr. Johnson explained that staff would revise the document based on the feedback received and asked if the commission would like the revised document brought back for a future meeting; the Commission requested that the revised document be brought back due to the absences of many members who may have additional thoughts to share.

B. RECOMMENDATIONS FOR TRANSPORTATION CAPITAL IMPROVEMENT PLAN (CIP): *Commission member's opportunity to provide recommendations, new projects, and/or changes to existing projects directly to City staff.*

Chair and Councilor Schroeder introduced the item and Director Johnson explained that this was a continuation of sorts from the Special Meeting on December 8, 2023. Public Works Specialist Kelley interjected to inform the Commission that the comments from that discussion had been entered into the comment log and forwarded to the project engineer.

Ms. Schroeder said that some confusion was caused at the December 11, 2023 City Council meeting when the idea of a citywide Capital Improvement Plan (CIP) was introduced. She explained that she considers the entire improvements needed for a project, forgetting that the Transportation CIP is intended to address transportation improvements only.

Commissioner Wright provided the Commission with two CIP examples from other agencies: City of Pittsburg, California's 5-year CIP and the City of Walnut Creek, California's 10-year Capital Investment Program (see Appendix A for links to both documents). She suggested that the City pursue a citywide CIP which shows the public funding sources, estimated project costs, estimated timelines, etc.

Mr. Johnson appreciated the feedback and that it could help with a future endeavor of putting together a 5-year Public Works-specific CIP. He said that the City moves towards its annual budget process and mentioned working with the Commission or Commissioner Wright directly on how to present capital improvement projects.

IV. UPCOMING EVENTS/MEETINGS

A. REGULAR MEETING - JANUARY 10, 2024

Public Works Specialist Kelley explained that the Council Liaisons to Public Works Advisory Commission - Chair and Councilor Schroeder and Councilor Forsmann - terms will expire in January 2024; she said that the decision is up to the Mayor but wanted to give notice that they may be appointed to a different board, committee, or commission. Director Johnson clarified that despite the commission forming in 2023, the appointments to the commission had been made years prior. Ms. Schroeder shared that she had expressed her desire to continue to serve on the Public Works Advisory Commission when speaking with the Mayor. Ms. Kelley said that changes, if any, would occur in February.

Commissioner Bourassa said that he would be out of town but may be able to call in; all other members expressed that they would be attending.

B. OPPORTUNITY TO REQUEST A SPECIAL MEETING

No requests at this time.

V. UNFINISHED & NEW BUSINESS

A. COMMISSIONER COMMENTS
None.

B. STAFF LIAISON COMMENTS
None.

C. FUTURE AGENDA ITEMS: - Action Item
None.

VI. ADJOURNMENT

There being no further discussion and, as a quorum had not been met, the Public Works Advisory Commission adjourned sans a vote at approximately 1:24 p.m.

RESPECTFULLY SUBMITTED,

Haley Kelley,
Recording Secretary

Chairperson or Acting Chairperson
Public Works Advisory Commission

Approved this ____ day of ________________, 2024

APPENDIX A

The **"City of Pittsburg, California – 5-year Capital Improvement Plan"** is currently available as a PDF file at the following web address:

https://www.pittsburgca.gov/home/showpublisheddocument/15373/638283102276870000

The **"City of Walnut Creek, California – 10-year Capital Investment Program"** is currently available as a PDF file at the following web address:

https://walnutcreek.granicus.com/MetaViewer.php?view_id=12&event_id=2500&meta_id=303091

PUBLIC WORKS ADVISORY COMMISSION MEETING
AGENDA ITEM SUMMARY

ITEM TITLE Purpose and Future Planning	**AGENDA NO.** IV.A. **AGENDA DATE:** January 10, 2024

ITEM SUMMARY (Background, Discussion, Key Points, Recommendations, etc.)

Closing out the first calendar year of the Public Works Advisory Commission, Director Johnson would like to reevaluate the purpose of the commission and revise the bylaws, if needed, in order to best plan for future agendas.

BUDGET IMPACT (Identify any or all impacts this proposed action would have on the City budget and/or personnel resources)

ACTION PROPOSED

Staff is requesting that Commissioners bring with them a general idea of their availability in calendar year 2024 in order to best inform this discussion.

City of Lewiston
Public Works Advisory Commission Bylaws

Article I. Name

The name of this advisory board or commission is the Public Works Advisory Commission, hereafter referred to as the Commission.

Article II. Membership

The Commission shall consist of seven (7) voting members and one (1) non-voting student member.

Article III. Officers

A. The officers of the Commission shall be a chairperson and vice-chairperson elected from among the Commission members at the first regularly scheduled meeting, or at such other time as the Commission deems feasible.

B. Officers shall serve a term of two (2) years from the meeting at which they are elected and until their successors are duly elected.

C. The chairperson shall preside at all meetings of the Commission, authorize calls for any special meetings, appoint all committees, execute all documents authorized by the Commission, serve as an *ex officio* voting member of all committees, and generally perform all duties associated with that office.

D. The vice-chairperson, in the event of the absence or disability of the chairperson or of a vacancy in that office, shall assume and perform the duties and functions of the chairperson.

E. In the event of the absence of the chairperson and vice-chairperson, those Commission members present shall elect, by majority vote, a temporary chairperson for that meeting. Should the chairperson or vice-chairperson arrive, the temporary chairperson shall relinquish the chair upon the conclusion of the item of business then in consideration before the Commission.

F. As provided in City Code 2-45, Commissioners shall not be absent from three (3) consecutive commission meetings without an excuse acceptable to the commission. Commissioners shall attend at least seven (7) of the Commission's preceding twelve (12) regular meetings. In the event a member fails to attend meetings as required, the Commission may vote to recommend removal of such member from the Commission to the Mayor and City Council.

Article IV. Meetings and Minutes

A. All Commission meetings shall be governed by the Idaho Open Meetings Law, I.C. §§ 74-201 *et seq.*; and all Commission records shall be subject to the Idaho Public Records Act, I.C. §§ 74-101 *et seq.*, and the City of Lewiston records retention schedule.

B. Regular meetings shall be held on an as-needed basis on the second Wednesday at noon at the Bell Building upstairs conference room or at such other location or time as shall be designed in advance. If a day fixed for a regular meeting falls on a holiday recognized by the City of Lewiston, then such meeting shall be cancelled.

C. Special meetings may be called by a consensus of the Commission, the chairperson, or the staff liaison. If the time and place of a special meeting has not been determined at a regular meeting with all Commission members present, then a notice of the time and place of the special meeting shall be sent to all Commission members as soon as practicable.

D. Unless otherwise provided by law, a quorum for the transaction of business at any meeting shall consist of a majority of the currently appointed voting members of the Commission.

E. Meeting minutes of the Commission shall comply with Idaho Code Title 74, Chapter 2. Meeting minutes shall be maintained in accordance with the City of Lewiston records retention schedule.

Article V. Rules of Debate

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.

Article VI. Committees

A. As authorized by the Commission, the chairperson may appoint committees of one (1) or more Commission members and/or members of the community at large, each for such specific purposes as the business of the Commission may require from time-to-time. A committee shall be considered to be discharged upon completion of the purpose for which it was appointed and after a final report is made to the Commission.

B. All committees shall make a progress report to the Commission at each Commission meeting.

C. No committee shall have other than advisory powers unless, by suitable action of the Commission, it is granted specific power to act.

D. All committee meetings shall be governed by the Idaho Open Meetings Law, I.C. §§ 74-201 *et seq.*; and all committee records shall be subject to the Idaho Public Records Act, I.C. §§ 74-101 *et seq.*, and the City of Lewiston records retention schedule.

Article VII. General

A. *Voting.* An affirmative vote of the majority of all Commission members present at the time shall be necessary to approve any action before the Commission. A motion shall fail if votes upon such motion are tied. The chairperson may vote upon and may move or second a proposal before the Commission. Unless otherwise provided by law, every Commission member present when a question is put forth shall vote for or against the same. Unless excused from voting, if a Commission member refuses or fails to vote, and the result of such refusal or failure creates a tie, that Commission member's vote shall be counted as an "aye." If a Commission member is excused from voting, that member may be counted for purposes of determining a quorum, but shall not be counted toward the minimum number of votes required to pass or reject a motion.

B. *Conflicts of interest.* Commission members shall adhere to the applicable provisions in Idaho Code regarding conflicts of interest.

C. *Conflicts.* In the event of a conflict between a provision in these Bylaws, the Lewiston City Code, and/or Idaho Code, the order of priority shall be Idaho Code, the Lewiston City Code, and these Bylaws.

D. *Amendments.* The Commission may amend the number of voting members (Article II); when officers will be elected and the duties of additional officers, if applicable (Article III); and the date, time, and location of regular meetings (Article IV) upon majority vote of the full Commission; approval from the City Council shall not be required to amend such provisions. However, the remaining provisions of these Bylaws shall not be amended by the Commission without prior approval from the City Council.

These Bylaws were adopted by the Commission on July 12 2023. These Bylaws shall replace and supersede any previously-adopted Bylaws of the Commission.