

August 9, 2023

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 12:01 p.m. Commission members present at the time Chair Schroeder called the meeting to order included Vice-Chair Kelly and Commissioners Wright, Rehder, and Bourassa.

Public Works Advisory Commission meetings are recorded live. To view the full video, go to <https://www.youtube.com/live/lFdKzBlTVmQ?si=HQMjmbgffzsb3D4>

I. CALL TO ORDER

COMMISSIONERS PRESENT: Vice-Chair Kevin Kelly, Laura Wright, Ryan Rehder, and Brent Bourassa

COMMISSIONERS ABSENT: Kayleigh Philippi

CITY COUNCIL LIAISON PRESENT: Councilor Kasee Forsmann, Councilor and Chair Kathy Schroeder

STAFF MEMBERS PRESENT: Haley Kelley, Public Works Specialist; Aaron Butler, IT

Public Works Specialist Kelley informed the Commission that, due to his appointment during the August 7, 2023 City Council meeting, after the agenda had been posted on August 2, 2023, a motion could be made to amend the agenda to include an introduction of newly appointed Public Works Advisory Commissioner Brent Bourassa.

Commissioner Wright and Vice-Chair Kelly moved and seconded, respectively, to amend the agenda to add an introduction of new Public Works Advisory Commissioner Brent Bourassa. The motion carried 3-0.

II. INTRODUCTION OF NEW COMMISSIONER BRENT BOURASSA

Commissioner Bourassa introduced himself to the commission.

III. CITIZEN COMMENTS

None.

IV. 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".

Commissioner Wright and Vice-Chair Kelly moved and seconded, respectively, approval of the Consent Agenda. The motion carried 4-0.

A. APPROVAL OF JULY 12, 2023 MEETING MINUTES: - Action Item

V. PRESENTATION

A. COMPREHENSIVE PLAN REWRITE - PHASE 2 SURVEY:

Katie Hollingshead, Assistant City Planner, provided an overview of Envision Lewiston 2044 and explained that the Phase I survey was conducted during the commission's formation but that the Phase II survey is being presented now that the commission is established. Ms. Hollingshead distributed the Phase II survey to the

commission and walked them through completing and submitting their responses. She explained that the Phase II survey can be found on the City website and in-person at the Lewiston Farmers Market on August 26, 2023 and September 16, 2023. The survey closes September 17, 2023.

VI. DISCUSSION ITEMS

B. FUTURE AGENDA PLANNING: *Discussion to assist staff in planning future agendas.* - Action Item

Public Works Specialist Kelley explained that due to a staff availability issue, the planned agenda topic for this meeting was delayed and this meeting pivoted into a planning session for future agendas instead. The Commission decided on the following schedule for the remaining meetings in calendar year 2023:

September 13, 2023

- Clearwater Composting Contract
- 2020 Lewiston Transportation Plan

October 11, 2023

- 2024 Transportation Capital Improvement Plan (CIP) Update
- Winter Storm Event Response Plan/Policy

November 8, 2023

- Speed Limits/Traffic Engineering
- Draft Traffic Calming Policy

December 13, 2023

- Municipal Separate Storm Sewer System (MS4) Permit

Commissioner Wright requested staff draft the letter to the Washington State Department of Transportation regarding the stormwater drainage capacity on the Blue Bridge. Commissioner Rehder requested that the East Orchards Sewer project be a future item presented to the commission.

VII. UPCOMING EVENTS/MEETINGS

A. REGULAR MEETING: SEPTEMBER 13, 2023: *Query of Commissioners to attend the next regularly scheduled meeting.* - Action Item

Commissioner Bourassa notified the commission that he would be absent from this meeting. Commissioner Rehder said that he may be able to attend remotely.

B. CITY COUNCIL REGULAR SESSION: AUGUST 14, 2023:

Public Works Specialist Kelley informed the commission that the Fiscal Year 2023 Budget Amendments and Fiscal Year 2024 Annual Appropriation ordinances would undergo their first reading along with the public hearings for fiscal year 2024 user fee rate resolutions.

C. CITY COUNCIL SPECIAL SESSION: AUGUST 21, 2023:

Public Works Specialist Kelley informed the commission that the Fiscal Year 2023 Budget Amendments and Fiscal Year 2024 Annual Appropriation ordinances would

undergo their second reading.

D. CITY COUNCIL REGULAR SESSION: AUGUST 28, 2023:

Public Works Specialist Kelley informed the commission that the Fiscal Year 2023 Budget Amendments and Fiscal Year 2024 Annual Appropriation ordinances would undergo their third reading.

VIII. UNFINISHED & NEW BUSINESS

A. BOARD MEMBER 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.*

Commissioner Wright commended Public Works staff for their work on the High Reservoir repair. Chair Schroeder shared that a positive outcome of the Irrigation Restrictions was rethinking irrigation use and the types of gardening best suited for less irrigation.

Commissioner Rehder attended the Urban Renewal Agency (URA) meeting regarding the East Orchards Sewer project and expressed the possibility of playing a part in that future planning.

Councilor Forsmann expressed excitement about future discussions.

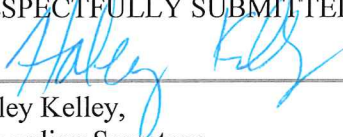
B. STAFF LIAISON COMMENTS:

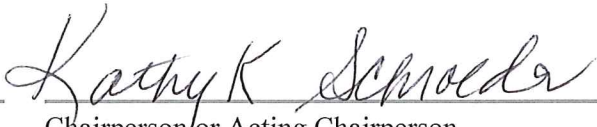
None.

IX. ADJOURNMENT

There being no further business, Vice-Chair Kelly 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 1:23 p.m.

RESPECTFULLY SUBMITTED,


Haley Kelley,
Recording Secretary


Chairperson or Acting Chairperson
Public Works Advisory Commission

Approved this 10 day of October, 2023