

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. 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/iOClaMcWY-w?si=IFdRQdlwq84QHs_K

I. CALL TO ORDER

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

COMMISSIONERS ABSENT: Kayleigh Philippi

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

STAFF MEMBERS PRESENT: Dustin Johnson, Public Works Director; Luke Antonich, City Engineer; Haley Kelley, Public Works Specialist; Aaron Butler, IT; Sergeant Brandon Hopple, Lewiston Police Department

II. CITIZEN COMMENTS

None.

III. ACTIVE AGENDA

A. SPEED LIMITS/TRAFFIC ENGINEERING

Luke Antonich, City Engineer, provided a brief overview of the memo contents; the accompanying map of speed limits and stop signs is included in Appendix A.

Commissioner Bourassa asked how often speed limits are reviewed once established. Mr. Antonich explained that citizen complaints typically trigger speed studies and that speed limits are set to the desired speed of the 80th percentile of drivers but other factors to consider are proximity of schools, residential neighborhoods, etc. He identified the citywide speed limit is 25 mph unless otherwise posted.

Vice-Chair Kelly asked after other triggers for speed studies triggers and specifically referred to the speed limit along Snake River Avenue. Mr. Antonich replied that the City Council has the ultimate authority over speed limit changes and that City Code specifically lists roads which deviate from the 25 mph limit. Regarding Snake River Avenue, Mr. Antonich explained that a change could be approved by ordinance and while the Engineering Division and LPD would provide a speed study and enforcement, respectively, it would not guarantee compliance from motorists; straight roadways with high visibility entice motorists to drive faster.

Chair Schroeder pointed out that motorists fail to comply with the 25 mph speed limit on the US-12 Interstate Highway Bridge. Director Johnson agreed and said that Lewiston has several roads that share Snake River Avenue’s issue. Ms. Schroeder asked if speeding would reduce with an increase of pedestrian facilities.

Mr. Johnson replied that Main Street is a good example of traffic calming measures: bulb-outs, trees, crosswalks, and parking on both sides of the street.

Sergeant Hopple had previously approached the Engineering Division with a request for speed limit signs along Snake River Avenue, 11th Avenue, and 19th Avenue between 17th Street and 21st Street but had not received a response. Sergeant Hopple shared that citations have been dismissed if it cannot be proven that a motorist traveled through an area with signage stating that the speed limit is 25 mph unless otherwise posted.

Commissioner Wright shared that she requested a speed limit sign map prior to the meeting and that she is concerned over how speed limit signs are being maintained; her November 6, 2023 email requested a map of speed limit signs, the maintenance schedule for sign replacement, and a map of traffic calming devices. Mr. Antonich replied that he approached the Traffic Maintenance Foreman regarding her email and learned that Traffic Services began replacing engineering grade signs 15 years ago with the goal of transitioning to High Intensity Prismatic (HIP) signs citywide. He relayed that the Traffic Maintenance Foreman believes this goal has been accomplished and that all signs have been entered into Cartegraph (the asset management software utilized by Public Works) for routine maintenance. Mr. Antonich added that Traffic Services staff regularly conduct night-time drives of the transportation system to see if signs are marred or tagged with paint not visible in the daytime. Ms. Wright asked how long that effort takes to complete; Mr. Antonich did not have that information.

Councilor Forsmann inquired about current Traffic Services staffing; Public Works Specialist Kelley said that there were three (3) staff members.

Commissioner Bourassa asked if traffic lights are on the same maintenance schedule. Mr. Antonich did not have that information.

Councilor Forsmann shared that the impetus for this topic was due to citizens expressing frustration over certain areas of speed limit transitions and insufficient signage. She approached Chief Kuzik about the issue and he agreed with the signage concern. Ms. Forsmann provided Juniper Drive to Nez Perce Drive as an example. Sergeant Hopple interjected that Juniper Drive and Nez Perce Drive are sufficiently signed but other areas need improvement.

Mr. Kelly called back to Ms. Wright's comments and posited that the maintenance schedule request is less to do with the replacement of signs and more to do with the installation of new signs and whether funding exists. Mr. Antonich explained that signage for new subdivisions is expensed to the developer but new sign installation requests are evaluated by Development Engineering staff before a traffic order is submitted to him for review and approval. He said that the current standard is to install speed limit signs at transition points due to the 25mph signs posted at the city limits. Regarding Sergeant Hopple's request about 11th Avenue, he said that the installation of new signs would be a good idea.

Ms. Wright asked if Public Works could reassess or deviate from the Manual on Uniform Traffic Control Devices for Streets and Highways (MUTCD) to implement

a new City standard. Mr. Antonich deferred to Mr. Johnson on policy but posited that new signage installation could be considered depending on budget. Ms. Wright reiterated her request for the maintenance schedule and opined on the importance of safety and assisting the LPD with their efforts.

Mr. Johnson shared that Public Works had received a request to audit the non-essential signs along Main Street e.g. "Do Not Block", etc. as it had the effect of desensitizing motorists to signage of actual import and resulted in inattentive driving. Mr. Johnson said that what staff rely on is travel speeds, accident data, and notices from LPD or citizens; he assured that a traffic order would be initiated for Sergeant Hopple's requests.

Mr. Johnson said that unless data indicates speeds and collisions are a concern, new sign installations are not considered a priority. He also expressed comfort with current practices and the ability to obtain feedback from citizens and City staff. Mr. Johnson pointed out that signs, poles, and hardware are not expensed out of the Capital Budget but out of the Transportation Fund's operations and maintenance budget.

Mr. Bourassa asked if the City is able to obtain accident data in real-time. Mr. Johnson answered that accident data is not available in real-time but they are uploaded to a central database each year based on what is reported and logged by the LPD which Public Works is able to query. He said staff also utilize a separate database for speed studies where historical data can be reviewed for trends. Mr. Bourassa asked if staff proactively looks for accident data or if staff relies on complaints. Mr. Johnson replied that staff pursue grants on an annual basis which reply on accident data in order to qualify.

Mr. Kelly asked if there was a process available for LPD to submit requests and concerns. Mr. Johnson replied that a process could be formalized but that he is in frequent contact with the LPD's School Resource Officers and Chief Kuzik. Mr. Antonich said that a Citizen's Traffic Control Device Request Form is available on the City website which is entered into Cartegraph and routed for review. Mr. Rehder requested clarification on the intake process for these complaints. Ms. Forsmann believes that LPD staff are unaware that there is a form and how best to assist callers in submitting a complaint. Sergeant Hopple interjected that the LPD has an online form for enforcement requests. Ms. Forsmann requested clarification on the forms between LPD and Public Works; Mr. Johnson clarified that enforcement requests are separate from the forms submitted to Public Works about speed limits, signs, etc. that are logged into Cartegraph. Ms. Kelley explained that in addition to the City website form, staff will complete the form on someone's behalf regardless of whether they are submitted in-person, by phone, email, etc.

Sergeant Hopple suggested a new speed study along 11th Avenue and a separate discussion entirely for Thain Road and Burrell Avenue. Ms. Schroeder asked if school zone signage should be installed to which Ms. Wright asked if school zones should be a part of this discussion or tabled for a future meeting.

Ms. Wright suggested an internal committee for Public Works and LPD to increase coordination on these requests and asked if staff would be updating policy, maps,

etc. as a result of this discussion and feedback from School Resource Officers.

Mr. Kelly said that the City Council needs to increase the budget for signage.

Ms. Schroeder requested that staff gather data on roadways in need of updates to speed limits and signage. Mr. Johnson said that for some residential streets which are narrow and are unable to permit two cars, a discussion may be warranted on ways to deviate from the MUTCD.

Sergeant Hopple shared that traffic data shows that speed is not usually a factor in normal accidents but that driving too close, inattention, and failure to yield are factors. He also explained that within small residential neighborhoods, speeding issues are typically not a systemic issue and thus unlikely to be resolved from a speed limit change. Ms. Forsmann asked if there was an avenue available for citizens to request calming measures in neighborhoods; Mr. Johnson directed attention to Item III.B. of the agenda.

B. DRAFT POLICY AND PROCEDURES FOR NEIGHBORHOOD TRAFFIC CALMING REQUESTS

Vice-Chair Kelly and Councilor Forsmann moved and seconded, respectively, to table Item III.B. until the next meeting. The motion carried 6-0.

IV. UPCOMING EVENTS/MEETINGS

- A. REGULAR MEETING – December 13, 2023:** *Query of Commissioners to attend the next regularly scheduled meeting. Virtual attendance can be accommodated provided enough notice is given to staff.*

All commissioner members present expressed that they planned to attend.

- B. STORMWATER DRAINAGE SYSTEM UTILITY: PUBLIC OUTREACH EVENT – LATE NOVEMBER:** *In late November, the City will be holding a public outreach event in the Lewiston Orchards for lunchtime and evening sessions where the public can learn more about the Stormwater Drainage System Utility. More information on the event is available at www.cityoflewiston.org/dsu.*

Public Works Specialist Kelley explained that this agenda had been published before the date and times had been finalized for the event. She informed the Commission that the event was on November 28th from 12pm to 1pm and 5:30pm to 6:30pm at the Orchards Community Church at 822 Bryden Avenue.

Commissioner Forsmann asked about turnout at the October 19th event to which Director Johnson replied that a majority of attendees and comments were from citizens experiencing ongoing drainage or flooding issues that expressed a desire to see these drainage issues fixed.

V. UNFINISHED & NEW BUSINESS

Per Section IV.C of the Public Works Advisory Commission Bylaws, a consensus of the Commission may request a special meeting and, if the time and place has not been determined at a regular meeting with all 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.

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A consensus of the Commission members present requested a Special Meeting to further discuss transportation topics with the meeting to be scheduled as soon as member availability allowed.

- 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.*

Vice-Chair Kelly expressed his appreciation for the fall foliage along Main Street.

- 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.*

Public Works Specialist Kelley requested that if the Commission would like specific data or information brought to meetings, to please submit that request at least one week prior to the meeting so that staff can prepare.

Director Johnson gave the Commission a standing invitation to tour the Wastewater Treatment Plant with a promise that a Water Treatment Plant tour would be forthcoming.

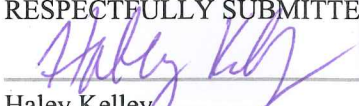
- C. FUTURE AGENDA ITEMS:** - Action Item

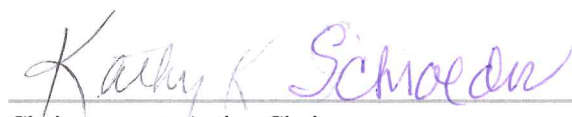
Councilor Forsmann requested that Thain Road and Burrell Avenue and School Zones be added future items. Commissioner Rehder requested the consideration of special meetings for topics that could benefit from further discussion.

VI. ADJOURNMENT - Action Item

There being no further business, Vice-Chair Kelly and Councilor Forsmann moved and seconded, respectively, to adjourn the meeting. The motion carried 5-0 and the Public Works Advisory Commission adjourned at approximately 1:16 p.m.

RESPECTFULLY SUBMITTED,

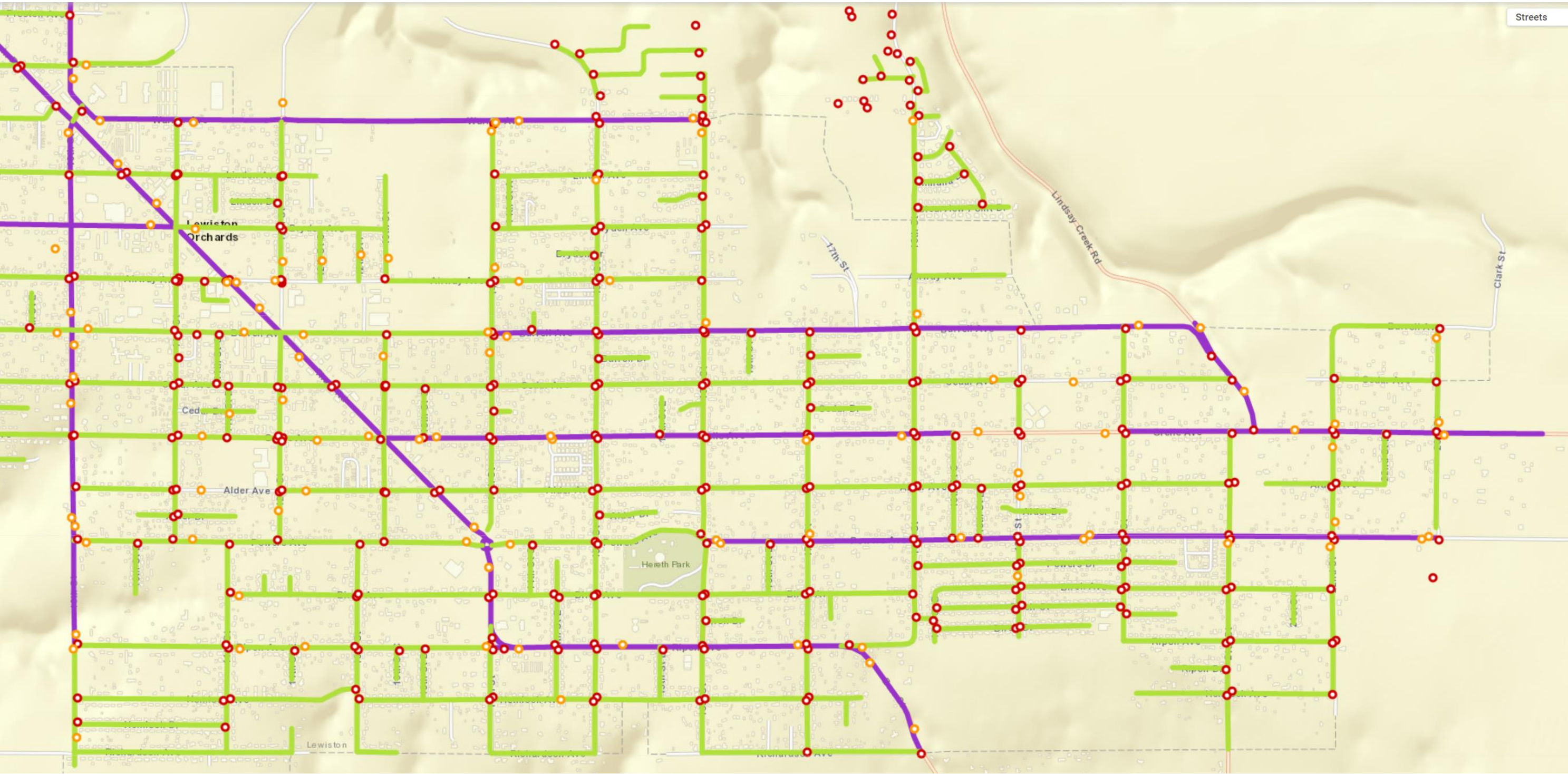

Haley Kelley,
Recording Secretary


Chairperson or Acting Chairperson
Public Works Advisory Commission

Approved this 8 day of December, 2023

APPENDIX A

Speed Limit (& Stop signs) Map for Orchards Area – East of 10th Street NORTH ↖



☒ All Signs - Speed Limit	377	
☐ Development Projects	-	
☒ All Signs - STOP signs	1321	
☐ All Pavement	-	
☒ Roadway Segment - 25MPH	1955	
☒ Roadway Segment - 45MPH	16	
☒ Roadway Segment - 35MPH	285	

LEGEND: Speed Limit Map for Orchards Area – East of 10th Street

Showing Only **35 mph** – purple - roadway segments & location – orange donuts - of speed Limit signs

North ↖

