

TRANSPORTATION COMMISSION



Michael Kyte
Commission Chair

~Meeting Minutes~
February 13, 2020

Bill Belknap
Staff Liaison

trans@ci.moscow.id.us

208.883.7011

<https://www.ci.moscow.id.us/556/Transportation-Commission>

The meeting was called to order at 4:00 pm.

MEMBERS PRESENT: Michael Kyte, Chair; Ben Calabretta, Phil Cook, Joel Hamilton, Brian Johnson, Mike McGahan,

MEMBERS ABSENT: Mary DuPree, Don Meyer, Bob Sanders

ALSO IN ATTENDANCE: Bill Belknap, Brandy Sullivan, Anne Peterson

REGULAR AGENDA

1. Approval of Transportation Commission Minutes from January 9, 2020 (Action Item)

Johnson moved approval of the minutes as amended, seconded by Cook. Motion carried by acclamation.

2. Public Comment

None.

3. Commission Communications

- Kyte announced on DuPree's behalf that the Sustainable Environment Commission will hold a public forum in April to gather input on the Commission's goals regarding a City climate risk assessment.
- Cook asked about the comment period open until March 5th regarding a third route for SMART Transit. Kyte will reach out to ITD to learn more.
- Belknap said LHTAC has informed the City they are seeing large (~30%) cost escalations which could potentially impact and/or delay projects currently underway. Belknap will research further to determine which City projects might be affected.
- Hamilton reported that Planning & Zoning is anticipating a detailed review of 5G wireless technology. P&Z will focus on the land use aspects and the SEC will look into health concerns.
- Johnson said he heard rumors that the Gotcha! bikes might be delayed again due to shipment issues out of China. Sullivan said this may increase the urgency regarding a scooter ordinance.

4. Review of the Transportation Commission's Role, Responsibilities and Membership (Action Item) – Michael Kyte

Chairman Kyte provided a summary of the Transportation Commission's role, responsibilities, and membership as outlined within Moscow City Code for the Commission's review and discussion. He was particularly intrigued by the number of ex-officio members and was interested in Commissioners' opinion on whether the membership list should be modified. Belknap provided historical background beginning

with the Commission's formation in 1998 with five to nine volunteer citizens serving five-year terms and 15 ex-officio members. Current duties remain largely unchanged, membership has increased to nine appointed members, and ex-officio members representing high school and college students have been added. Cook said the high school and college positions have rarely been filled. Calabretta suggested the appointed membership should represent a more diverse citizenry and mobilities. Kyte thought SMART Transit ought to have an appointed voting member. Cook agreed and added that the Pathways Commission should also be represented. Belknap said it was an oddity that this Commission has such a long list of ex-officios when in practicality the Commission can call in those area experts at any time. He agreed it would be very helpful to have regular participation from SMART Transit, similar to what the Commission has now with ITD. Ultimately the Commissioners decided to attempt greater communication and agenda distribution to the ex-officio members for a year to see if that generates increased participation.

5. Report on Stop Sign Warrant Analysis for Hayes and Third and Blaine and Third Intersections (Action Item) – Scott Bontrager

During the project planning process related to the installation of the vehicular bridge on Third Street, installation of four-way stop control at the intersections of Third and Blaine and Third and Hayes were proposed as part of the Third Street traffic calming measures in anticipation of increased vehicular traffic on East Third Street. In response to recent discussions regarding whether to install the four-way stop controls even without the vehicular bridge installation, Engineering Staff conducted a warrant analysis study in the fall of 2019 to determine if the existing traffic conditions warranted installation of four-way stop controls at the intersections of Third and Blaine and Third and Hayes. Staff will provide a report on the warrant analysis for the Commission's review.

Belknap reminded the Commission of their work with the Engineering Department in 2011 to establish a policy for installation and removal of stop signs. Warrants were included in that policy as a required consideration during the installation decision-making process. He reported the warrant data for Third and Blaine Streets were as follows: Warrant 1 was not satisfied at any level; Warrant 2 was satisfied at one level; Warrant 3 was satisfied at one level; and, there has been only one recorded accident and no recorded vehicle/pedestrian accidents. Based on the above, the City Engineer does not recommend installation of an all-way stop. Calabretta said the report backs up his personal experience driving through that intersection on a regular basis. Belknap continued with warrant data for Third and Hayes Streets as follows: Warrant 1 was not satisfied at any level; Warrant 2 was satisfied at one level with a delay study indicating a combined average delay of 7.6 seconds; Warrant 3 was satisfied at one level; and, there has been only one recorded accident and no recorded vehicle/pedestrian accidents although there are pedestrian bicycle traffic generators in the immediate area. Based on the above, the City Engineer does not recommend installation of an all-way stop. Staff will disseminate detailed copies of these warrants for consideration and further discussion at the next meeting.

6. Capital Improvement Plan Development Report – Bill Belknap

Staff will provide a report on the upcoming transportation system projects for FY2020 as well as the current effort to prepare a city-wide Capital Improvement Plan (CIP).

Belknap provided background leading to development of a new city-wide, long-range capital improvement plan that will be integrated into the City's planning and budgetary process. Cook was very excited to see priority ranking of projects which will provide the ability to save in advance and also take advantage of grant funds as they become available. Belknap said another important piece is forecasting the increased costs that occur between initial estimates and actual construction. Cook asked if there was any plan for public input to the prioritization process and Belknap said it can occur as part of the public budget process. Kyte also expressed concern about getting sufficient citizen input and thought the Commission should have an opportunity to validate the priorities set by staff. Belknap offered to email the project sheets to the Commission.

- 7. Letter of Support for Funding Third Street Separated Bike Lanes (Action Item) – Michael Kyte**
Chairman Kyte has prepared a letter encouraging the City Council to appropriate funds within the City's upcoming FY2021 budget for the installation of the separated bike lane facility on Third Street for the Commission's consideration and approval.

Upon review of the draft letter, Cook commented that he thought it was important to remind the Council of the Commission's desire to keep this project as a high priority. Commissioners chose to retain the FY21 timeline as shown in the draft letter. Johnson moved approval of the letter as written. Hamilton seconded the motion which carried by acclamation. Staff will prepare the letter for signature and disseminate to Council.

8. Downtown Parking Study Update – Bill Belknap

Belknap reported that Council has budgeted \$45,000 to fund a study of the downtown public parking system, with the goals of assessing current parking, development of desirable parking system performance objectives, and identification, assessment and recommendations of potential parking management strategies. Staff are preparing the request for proposals which will be presented to Council on February 24th. Cook asked how anticipated downtown improvements might impact parking. Belknap said it's his preference to get the completed parking study data first so that can be incorporated into the downtown improvement planning.

CONTINUING EDUCATION

Kyte shared information about current federal transportation legislation.

UPCOMING EVENTS/MEETINGS

The next scheduled meeting is March 12, 2020. Commission members should submit agenda items directly to the chair by Wednesday, March 4, 2020.

ADJOURNED: 5:57 pm



~~Michael Kyte, Chair~~

Ben Calabretta, Interim Chair