

# TRANSPORTATION COMMISSION



Ben Calabretta

**Regular Meeting**

Les MacDonald

Commission Chair

**~Agenda~**

Staff Liaison

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

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**Thursday**

**Council Chambers**

**4:00 PM**

**September 13, 2018**

**206 E 3rd Street**

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## **Call to Order**

### **1. Approval Of Minutes From August 9, 2018**

**ACTION:** Approve minutes as presented; approve minutes with amendments; or provide staff further direction

Documents:

[DRAFT MINUTES 8.9.18.PDF](#)

### **2. Commission Communications (Calabretta)**

**ACTION:** Receive reports and updates from the Commission

### **3. Commission Visioning Session (Calabretta)**

**ACTION:** Discuss future topics and goals for the Transportation Commission

Documents:

[MULTIMODAL TRANSPORTATION PLAN ACTIONS 10.9.14.PDF](#)

## **Adjourn**

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# TRANSPORTATION COMMISSION



Ben Calabretta  
Commission Chair

~Meeting Minutes  
August 9, 2018

Les MacDonald  
Staff Liaison

trans@ci.moscow.id.us

208.883.7028

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

**Thursday  
August 9, 2018**

**4:00 PM**

**Council Chambers  
206 E. 3<sup>rd</sup> Street**

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

**Present:** Chair; Ben Calabretta, Vice Chair Don Meyer, Michael Kyte, Bob Sanders, Mary DuPree

**Absent:** Phil Cook, Brian Johnson, Council Liaison Gina Taruscio, Bill Belknap, Community Development Director, Joel Hamilton, Mike McGahan, Jared Hopkins-ITD

**Staff:** Les MacDonald, Public Works Director  
Sandra Collins, Administrative Assistant / Deputy City Clerk

## **1. Approval of minutes from July 12, 2018**

**ACTION:** Meyer moved to approve the minutes as presented, seconded by Sanders. Roll Call Vote: Ayes: Three (3), Nays: None, Abstained: Meyer, Minutes approved.

**2. Commission Communications (Calabretta)** Kyte asked if the Commission could start their visioning process at the meeting in September, even though MacDonald will be absent. Calabretta said he did not want to duplicate items already dealt with previously. MacDonald said other staff such as Belknap, Lilly or Palmer could assist with that. MacDonald reported that City Council approved a bid award for repaving a portion of Mountain View from Sixth Street to Joseph and the north half of White Avenue from Blaine to the Tesoro gas station. He gave the Commission an update on construction of the Palouse Prairie Charter School and updates on bicycle system striping, new Sharrows, Wayfinding signage and the new bus - bike shelter project. DuPree advised that September 7 through September 15 is Drive Electric Week and events will be going on at the Farmers Market and Rosauers' parking lot.

**3. Third Street Bridge Report (MacDonald)** City Council rejected the Multimodal Bridge bids and made two follow-up motions. The second motion was to rebid the multimodal bridge at a later date. The first motion was to proceed with a temporary, portable pedestrian bridge. It would be acquired this Fiscal Year and installed by the end of the calendar year. Staff began work developing timelines, costs, hydraulic assessment, soil conditions review, bridge sizing, and permitting. Staff went back to Council this week and discussed the schedule as the original direction put completion in mid-January. This could be an issue because of weather and it would also be after all the asphalt plants are closed. Staff talked about an alternative schedule, which would have completion around the middle of May with some work in the fall and completion

after the winter. Some suggestions for a bridge have included a railway car structure, which is being researched, a prefabricated steel truss structure and a fiberglass structure, which was expensive. Staff hope to have a bid solicitation out by the end of the month. MacDonald looked at a local used concrete bridge and will follow-up on an offer from a local contractor who may have a bridge available. The Commission discussed the possible timeline for the multimodal bridge.

MacDonald showed a PowerPoint to update the Commission on the Third Street corridor improvements. His presentation showed the improvements that were underway and improvements planned for the future, which could be as soon as next spring or sometime later depending on the schedule for the multimodal bridge. MacDonald explained that improvements are divided into multiple phases. The Third Street Multimodal - Phase I improvements are currently out to bid. He explained two of the raised pedestrian crossings at Monroe and Cleveland were add-alternate bid items that City Council could choose to include or they could be put on hold until the multimodal bridge moves forward. The Adams Street raised crossing construction has started.

Kyte felt the Monroe and Cleveland pedestrian crossings were a safety feature that should be added now instead of waiting for the multimodal bridge installation. MacDonald explained that would be a decision City Council could make if they chose to do so. Kyte moved to recommend to City Council that both the Monroe and Cleveland raised pedestrian crossings be made part of the current construction project. Calabretta asked for a second with no response. The motion died for lack of a second.

DuPree felt there were other items in Plan C that may be a higher priority. MacDonald continued with his PowerPoint so the Commission could review the remainder of the plan. MacDonald explained staff is proposing that the four-way stops in the plan be deferred until the multimodal bridge is built, as the impact of current traffic is not likely to warrant them. Typically, four-way stops are added as the result of a warrant study, but City Council could choose to direct their installation. There was further discussion about curb bulbs on side streets, striping and the HAWK beacon. Calabretta asked about the grant funding. DuPree had questions about the raised pedestrian crossings.

Kyte moved to recommend to City Council that they include the change from two-way to four-way stops at both Hayes Street and Blaine Street to be completed this year and not be deferred. DuPree seconded. Roll Call Vote: Ayes: Three (3) Nays: One (1), Motion passed. MacDonald advised there is a Stop Sign Policy in place, which references the Manual of Uniform Traffic Control Devices (MUTCD) warrants, so it is possible that the City Council will request a warrant analysis prior to making a decision. He suggested that the collection of field data for the warrant analysis would likely need to be performed once school starts in order to experience the highest traffic volumes.

MacDonald said Joanne Muneta asked if something could be done with the Lieuallen Street crossing near Papa Murphy's Pizza. Staff has looked at some lighting improvements in that area, as it is a challenging crossing.

**4. Bike / Electric Scooter Share Program (MacDonald)** MacDonald advised the Commission that the University of Idaho had a contract with Spin Bike and the City had created a Memorandum of Understanding (MOU) which was about to be sent to Spin Bike when the

company announced they were pulling bikes from their program and going with electric scooters only. Becky Couch at the University of Idaho is doing further research on other bike company alternatives. There was discussion about bike share systems including the bikes at Washington State University. DuPree said she was concerned about scooters and bikes being used on sidewalks and would like to see that subject revisited, possibly as a future agenda item. MacDonald distributed an E-Scooter handout put together by Phil Cook. There was discussion about how Electric Scooters would be regulated if they came to Moscow, including speed limits, riding on sidewalks, paths and the roadway. Calabretta asked if these issues should be revisited once another bike share company had been chosen.

**5. Future Agenda Items (Calabretta)** Calabretta gave out a list of potential future agenda items. He asked for input from other members. The list included the following:

- Reviewing the Transportation Chapter of the Comprehensive Land Use Plan
- Reviewing the Multimodal Transportation Plan
- The Highway 8 and 95 intersection, including a crossing at Jackson for the Gritman building
- Transportation between Moscow and Pullman
- Transportation within the Urban Renewal Area (URA)
- A joint Transportation Commission and Planning and Zoning Commission meeting
- Transportation related budget priorities
- Electric charging stations for cars
- Bikes and scooters on City sidewalks.

Sanders asked for the intersection crossing at the Palouse Prairie School at Styner and Highway 95 to be added to the list. Meyer asked about tree trimming, particularly by homeowners where their trees encroach onto sidewalks. MacDonald asked Meyer to send him a list of problem areas. DuPree asked about the expansion of A Street and if that construction project would include correcting the gap in the sidewalk system, which could be an item. Meyer said the sidewalk from Styner up to Indian Hills needed repair. MacDonald said the City does respond to unsafe sidewalk complaints. Kyte mentioned the new Logos School and the possible new Moscow High School, which would impact transportation and Mountain View. MacDonald explained the improvements Logos School is going to carry out to that area, including street improvements, a roundabout, a new bridge and accessible pedestrian route. MacDonald asked if the Commission wanted to wait to have the High School discussion until they hear if a new school is definitely going to be built.

**Adjourned: 5.48 pm**

|                                                                                      |                                 |                  |                              |                                 |
|--------------------------------------------------------------------------------------|---------------------------------|------------------|------------------------------|---------------------------------|
|                                                                                      |                                 |                  |                              |                                 |
| <b>Abbr.</b>                                                                         | <b>Short description</b>        | <b>Timeframe</b> | <b>TC involvement rating</b> | <b>Item Addressed/Discussed</b> |
| RT2                                                                                  | Third Street bridge             | 5                | Y                            | ✓                               |
| RT3                                                                                  | Ring road                       | 5                | Y                            | ✓                               |
| RT5                                                                                  | Neighborhood education          | 5                | Y                            |                                 |
| RT8                                                                                  | Access spacing standards        | 5                | Y                            |                                 |
| RT9                                                                                  | Access to arterials             | 5                | Y                            |                                 |
| RT15                                                                                 | Intersection mobility standards | 5                | Y                            |                                 |
| AT5                                                                                  | Bicycle wayfinding signage      | 5                | Y                            | ✓                               |
| AT6                                                                                  | Downtown bicycle parking        | 5                | Y                            | ✓                               |
| AT15                                                                                 | Update snow removal plan        | 5                | Y                            | ✓                               |
| TDM1                                                                                 | Social marketing campaign       | 5                | Y                            |                                 |
| TDM2                                                                                 | City/UI options strategy        | 5                | Y                            |                                 |
| TDM3                                                                                 | Community events                | 5                | Y                            |                                 |
| RT7                                                                                  | Enforcement                     | 5                | Y-L                          |                                 |
| AT7                                                                                  | Covered bicycle parking         | 5                | Y-L                          |                                 |
| AT14                                                                                 | Snow removal procedures         | 5                | Y-L                          |                                 |
| P1                                                                                   | Target occupancy                | AN               | Y                            |                                 |
| P3                                                                                   | Availability rate               | AN               | Y                            |                                 |
| P7                                                                                   | Impact fees                     | AN               | Y                            |                                 |
| P5                                                                                   | Shared-parking                  | AN               | Y-L                          |                                 |
| P6                                                                                   | New parking                     | AN               | Y-L                          |                                 |
| RT4                                                                                  | Street standards                |                  | Y                            | ✓                               |
| AT1                                                                                  | Active Transportation Tool Kit  |                  | Y                            |                                 |
| AT2                                                                                  | Retrofit stairways              |                  | Y                            |                                 |
| AT4                                                                                  | Active transportation education |                  | Y                            |                                 |
| AT8                                                                                  | Maintenance database            |                  | Y                            |                                 |
| AT9                                                                                  | Intersection detection          |                  | Y                            |                                 |
| AT10                                                                                 | Complete Streets policy         |                  | Y                            | ✓                               |
| AT17                                                                                 | Bicycle tourism campaign        |                  | Y                            | ✓                               |
| AT11                                                                                 | Complete Streets design suppl.  |                  | Y-L                          |                                 |
|                                                                                      |                                 |                  |                              |                                 |
| <b>Abbreviations (Abbr.)</b>                                                         |                                 |                  |                              |                                 |
| RT = Roadway and traffic operations                                                  |                                 |                  |                              |                                 |
| AT= Active transportation                                                            |                                 |                  |                              |                                 |
| T=Transit                                                                            |                                 |                  |                              |                                 |
| P=Parking                                                                            |                                 |                  |                              |                                 |
| TDM=Transportation demand Management                                                 |                                 |                  |                              |                                 |
|                                                                                      |                                 |                  |                              |                                 |
| <b>Timeframe (as identified in MMTP Chapter 8)</b>                                   |                                 |                  |                              |                                 |
| 5=within first 5 years                                                               |                                 |                  |                              |                                 |
| AN=as needed                                                                         |                                 |                  |                              |                                 |
| blank=no timeframe identified                                                        |                                 |                  |                              |                                 |
|                                                                                      |                                 |                  |                              |                                 |
| <b>TC involvement rating</b>                                                         |                                 |                  |                              |                                 |
| Y=Yes, substantial TC discussion and involvement to accomplish action                |                                 |                  |                              |                                 |
| L=Low or marginal TC involvement to accomplish action                                |                                 |                  |                              |                                 |
| Y-L=Mixed or varying TC involvement (e.g., substantial to begin with but then minor) |                                 |                  |                              |                                 |

# MOSCOW ON THE MOVE

## MULTIMODAL TRANSPORTATION PLAN

### **ROADWAY AND TRAFFIC OPERATIONS STRATEGY**

#### *RECOMMENDED ACTIONS FOR MOSCOW*

- **Action RT1.** Improve roadway connectivity for all users by expanding the collector and minor arterial street system with the high priority roadway projects described in the Action Manual (Chapter 8).
- **Action RT2.** Construct a full access multi-modal bridge over Paradise Creek to provide a connection to Third Street and provide traffic calming measures on Third Street from the new bridge west to Jefferson Street. Traffic calming recommended for use includes curb extensions, chicanes, and/or neckdowns. Traffic calming should extend east of Mountain View Road when the current street end is constructed into a full street connection. The final proposed traffic calming features and their location will be determined by a future design and community outreach process.
- **Action RT3.** Conduct a transportation study of the Ring Road Southwest quadrant corridor based on federal requirements to identify potential impacts and select the preferred project (alignment, cross-section, and access). Once a corridor alignment has been selected, work towards obtaining project right-of-way.
- **Action RT4.** Make revisions to the draft citywide street design standards based on the recommendations listed above.
- **Action RT5.** Education – Provide citizens information and tools necessary to make informed decisions regarding neighborhood traffic concerns.
- **Action RT6.** Engineering – Implement traffic calming solutions when appropriate based on engineering principles and community input.
- **Action RT7.** Enforcement – Support community-identified solutions by targeted police and parking enforcement.
- **Access management strategies to improve local access and mobility include:**
- **Action RT8.** Implement access spacing standards shown above.
- **Action RT9.** Implement specific access management plans for arterial streets (such as Third Street west of downtown) to maximize the capacity of the existing facilities and protect functional integrity.
- **Action RT10.** Work with land use developers during the development application process to consolidate driveways where feasible.
- **Action RT11.** Provide left turn lanes where warranted for access onto cross streets.
- **Action RT12.** Construct raised medians to provide for right-in/right-out driveways as appropriate.
- **Action RT13.** Intersection Improvements – Construct recommended solutions to mitigate future operational problems at intersections.
- **Action RT14.** Traffic Control Plan – Implement the plan as future intersection volumes increase and capacity improvements are needed.
- **Action RT15.** Intersection Mobility Standards – Adopt intersection mobility standards with flexibility under specific conditions.
- **Action RT16.** Traffic Signal Spacing – Require a minimum signal spacing of 1,000-feet on minor arterials and 600-feet on collectors.

### **ACTIVE TRANSPORTATION STRATEGY**

#### *RECOMMENDED ACTIONS FOR MOSCOW*

- **Action AT1.** Utilize the Active Transportation Toolkit to develop a variety of facilities useable by people of all ages and abilities.
- **Action AT2.** Retrofit existing stairway connections with wheel channels to facilitate moving bikes up and down stairways.
- **Action AT3.** Expand the bicycle network as the city's collector and arterial street network expands.

## MOSCOW ON THE MOVE

### MULTIMODAL TRANSPORTATION PLAN

- **Action AT4.** Expanding upon recent safety and Safe Routes to School efforts, develop a branded and coordinated Active Transportation education, encouragement, and public awareness campaign with community partners.
- **Action AT5.** Produce a Bicycle Wayfinding Signage Plan identifying sign locations, sign information, and an attractive brand/sign design. Implementing this plan should be an interim implementation step to building the 20-year bikeway network.
- **Action AT6.** Conduct an extensive education and engagement process with the community and business stakeholders to adopt a downtown bicycle parking improvement program and/or a citywide bicycle parking ordinance.
- **Action AT7.** Create a supply of covered bicycle parking in downtown and at other commercial centers.
- **Action AT8.** Develop a maintenance database that catalogs all existing maintenance needs to better understand maintenance priorities and reevaluate available tools to make improvements.
- **Action AT9.** Apply methods for better accommodating bicyclist and pedestrian detection at intersections in the downtown core when adjusting signalized intersection timing.
- **Action AT10.** Adopt a Complete Streets policy to build out transportation facilities for all users.
- **Action AT11.** Complement the City's street design standards with a Complete Street Design Supplement to ensure all users are accommodated along and across the street (including intersection design).
- **Action AT12.** Use Sidewalk Infill Project Criteria to guide investment decisions of the Sidewalk Infill Program.
- **Action AT13.** Building upon existing enhanced transit stops, enhance access to high activity transit stops.
- during snow events—particularly in the areas of major bicycle and pedestrian route preservation, facility design, City policy and operations, and education.
- **Action AT15.** Update the existing designated snow route network to include Primary (i.e., existing routes) and Secondary (i.e., key, direct neighborhood greenways) snow routes. Secondary Routes should only be plowed upon completion of Primary routes.
- **Action AT16.** Design streets and sidewalks to better store snow out of bike lanes and off of sidewalks.
- **Action AT17.** Evaluate opportunities to support a citywide or regional bicycle tourism campaign or program to further promote active transportation and recreation in Moscow.

#### **TRANSIT STRATEGY**

##### *RECOMMENDED TRANSIT SERVICE ACTIONS FOR MOSCOW*

- **Action T1.** Develop a service allocation policy to help weigh the balance between frequency and coverage.
- **Action T2.** Adopt service design standards to guide the placement of new and expanded services.
- **Action T3.** Optimize stop spacing to ensure efficient operations and improved access.

##### *RECOMMENDED ACTIONS TO BRAND TRANSIT IN MOSCOW*

- **Action T4.** Broadcast the new SMART brand developed during the Name Your Transit! campaign.
- **Action T5.** Develop a consistent brand for the SMART website, schedule information posted at stops, and marketing materials.
- **Action T6.** Create stop signage design guidelines to establish more distinctive and legible transit stops.

##### *RECOMMENDED ACTIONS TO PROMOTE TRANSIT IN MOSCOW*

- **Action T7.** Partner with the University of Idaho to develop a travel options marketing campaign.

# MOSCOW ON THE MOVE

## MULTIMODAL TRANSPORTATION PLAN

### *RECOMMENDED ACTIONS FOR TRANSIT DESIGN IN MOSCOW*

- **Action T8.** Develop a tiered stop designation program that would allow the City of Moscow, the University of Idaho, and SMART to prioritize investment in stop area improvements.
- **Action T9.** Update bus stop inventory on a biannual basis; track the percentage of bus stops with shelters, benches, schedule information, etc.
- **Action T10.** Ensure City codes and policies promote, require, and/or create developer borne incentives to provide stop amenity, marketing, or information features.
- **Action T11.** Partner with businesses to evaluate the feasibility of district funding mechanisms, such as a Business Improvement District, that can help fund transit information and marketing programs and make streetscape and transit stop improvements.

### *RECOMMENDED ACTIONS FOR MULTIMODAL ACCESS TO TRANSIT IN MOSCOW*

- **Action T12.** Support each transit route with bicycle infrastructure and end-of-trip facilities, such as bicycle parking and on-board bicycle racks.
- **Action T13.** Complete sidewalk coverage within one-quarter mile of each transit route.
- **Action T14.** Integrate Universal Design principles into all stop designs to improve access for the visually, acoustically, and mobility-impaired.
- **Action T15.** Provide clearly visible and consistent wayfinding signage between transit facilities and all pedestrian and bicycle access points.
- **Action T16.** Develop an interagency working group to facilitate coordination between the City of Moscow, the University of Idaho, SMART, and private developers to develop design standards for transit and transit-access facilities.

### *RECOMMENDED ACTIONS FOR VEHICLES IN MOSCOW*

- **Action T17.** Develop specifications for future fleet replacement that provide high-amenity vehicles with bicycle racks.
- **Action T18.** Track the evolution of hybrid fuel vehicles as a future option to reduce exposure to fuel price increases.

## **PARKING AND TDM STRATEGY**

### *RECOMMENDED PARKING MANAGEMENT ACTIONS FOR MOSCOW*

- **Action P1.** Establish occupancy rate targets for on-street and off-street parking management.
- **Action P2.** Evaluate time-stay restrictions and consider implementing an employee parking strategy as demand increases
- **Action P3.** Establish a 15% availability rate as the primary objective for on-street management.
- **Action P4.** Make enforcement more customer-friendly.
- **Action P5.** Expand shared-parking options.
- **Action P6.** Build new parking only if triggers are met.
- **Action P7.** Study the potential for a parking impact fee for new downtown development.

### *RECOMMENDED TRANSPORTATION DEMAND MANAGEMENT ACTIONS IN MOSCOW*

- **Action TDM1.** Establish a City-wide social-marketing campaign that promotes the use of travel options.
- **Action TDM2.** Work with the University of Idaho Parking and Transportation Services department to develop a travel options strategy.
- **Action TDM3.** Organize community events to increase awareness of travel options.