

Meeting Minutes
Meridian Transportation Commission
September 14, 2020

Virtual Meeting Information

<https://us02web.zoom.us/j/82728806452>

Or join by phone: Dial 253-215-8782 and enter Webinar ID: 827 2880 6452

Roll Call

(Meeting called to order at 3:34 p.m.; Zoom Meeting started and roll taken)

<u>x</u> David Ballard	<u>x</u> Stephen Lewis	<u>x</u> Shawn Martin (ex-officio via Zoom)
<u>x</u> David McKinney (via-zoom)	<u>x</u> Jared Smith (via zoom)	<u>x</u> Toni Tisdale (ex-officio-via Zoom)
<u>x</u> Ryan Lancaster	<u>x</u> Tom LeClaire	<u>o</u> Ian Updike (ex-officio)
<u>x</u> Walter Steed	<u>o</u> Joseph Leckie	<u>x</u> Alissa Taysom (ex-officio via Zoom)
<u>x</u> Tracy Hopkins	<u>o</u> Luke Cavener (ex-officio)	<u>x</u> Justin Price (ex-officio via zoom)

Others Present: T. Barid, B. Frasier, M. Carson, and C. Hood

Adoption of the Agenda

Chairman Ballard called for a motion to adopt the agenda. Commissioner Lancaster motioned to adopt as written; second by Commissioner Hopkins - all-ayes – motion carried.

Approval of Minutes

I. August 3rd, 2020

Chairman Ballard asked for any corrections to the August 3rd, 2020 minutes. Several noted corrections and clarifications were suggested and made to the minutes:

- Type-o section I Approval of Minutes-Commissioner Lewis changed to Commissioner Lewis.
- Section 5 under New Business:
 - first paragraph rewording of (a section of Cherry Lane and Touchmark) to say (one square mile bound by Cherry Lane, Ustick Road, Ten Mile Road and Black Cat Road, and at the Touchmark retirement community)
 - Rewording of bullet I to exclude reference year
- Section 6 under New Business a request from Commissioner Steed for ITD comments to be added to the minutes. Mr. Price will inquire with Ms. Coonce for those comments.

A motion by Commissioner McKinney to table approval of the minutes until clarification is received from ITD, Jayme Coonce; second by Commissioner Hopkins – all ayes - motion

carried. Once note received, Commissioner McKinney motioned to approve; second by Commissioner Steed – all ayes – motion passed, minutes approved as amended.

Old Business Items

2. Transportation Commission Subcommittees (Miranda Carson)

Ms. Carson addressed the Commission by briefly reviewing the memo contained in the packet and shared it on the screen. Ms. Carson walked through some of the by-law requirements and outlined the proposed framework of the subcommittees, all the information is contained in the memo. The decision of the three proposed subcommittees, members, frequency, discussion topics, and subcommittee name are at the discretion of the Commission. Information on committee members presented in the memo are not finalized and are subject to change.

Ms. Carson suggested that one of the first actions the Commission should agree upon is the name and description of each subcommittee. A robust discussion took place around what each subcommittee should be tasked to discuss along with how many subcommittees there should be 3 or more.

Currently the City does not have a comprehensive compilation of street standards. Ms. Carson is tasked with gathering information from several internal and external sources to help clarify what street standards means for the City and in relation to the work of the subcommittees.

Mr. Hood shared some comments from the meeting he attended that took place with the Mayor, Chairman Ballard, Ms. Carson to clarify the proposed name and topic context of the Project Review subcommittee.

At around the 30/31 minute mark until the end of the discussion at 1:05 the audio began to cut in and out throughout the discussion so some relevant details may not be reflected in the minutes.

The Commission agreed upon the subcommittee names and refined the definition for each. Unfortunately, the audio was not clear so the below information is reflective of notes Ms. Carson took at the meeting and what could be captured from the audio.

- Project Review subcommittee would evaluate ITD and ACHD capital projects and advocate for the interests of the City. This group would review street standards and relevant ordinances throughout the City as needed.
 - Frequency: Quarterly or more often as needed
 - Members:
 - Subcommittee Chair: David Ballard
 - Commissioners: David McKinney & Tracy Hopkins
 - Ex-Officios from VRT & COMPASS

- School Zone subcommittee provides guidance on concerns related to Safe Routes to Schools (SRS) and school zones. This group is familiar with street standards and reviews SRS relevant ordinances throughout the City as needed.
 - Frequency: Quarterly or more often as needed
 - Members:
 - Subcommittee Chair: Ryan Lancaster
 - Commissioner: Stephen Lewis
 - Youth Commissioner: Joseph Leckie
 - Ex-Officios from WASD, ACHD, & MPD

- Ordinance and Development Application subcommittee develops street standards and reviews transportation ordinances throughout the City as needed. This subcommittee also reviews and provides feedback to the Planning Department on development applications without slowing the process down for presentation to City Council.
 - Frequency: Monthly
 - Members:
 - Subcommittee Chair: Tom LeClaire
 - Commissioners: Jared Smith & Walter Steed

A motion by Commissioner LeClaire to agree to the subcommittees as discussed; second by Commissioner Hopkins – all ayes- motion passed.

Mr. Price provided an update from Ms. Coonce, that she could not recall the specific question and answer. Chairman Ballard’s recollection was that ITD’s position was definitive and they had completed their work. Mr. Steed’s recollection was that ITD hadn’t really answered the question of why the sound barrier wasn’t constructed in the particular section, which led him to ask Mr. Hood for the City’s perspective. Mr. Hood recalled that he clarified at the September meeting that the environmental studies were done prior to the Bainbridge subdivision and at that time a barrier was not needed because it was farm land. ITD’s position of completed work made sense since there weren’t homes. Mr. Hood had also agreed, in the September meeting, to follow-up offline with Code enforcement and the two citizens for further information and any further action would be handled by City staff and no further action was needed from the Transpiration Commission.

Mr. Hood suggested that a comment be noted for the August minutes that states Jamie Coonce, with ITD, attended and addressed questions regarding ITD’s roles and responsibilities regarding the sound wall. A motion by Commissioner McKinney to accept Mr. Hood’s proposed comment be accepted and inserted into the August minutes; Second by Commissioner Steed – all ayes – motion passed. Mr. Hood will provide a clean copy of the August minutes with the four approved changes for Chairman Ballard to sign.

3. Transportation Projects Update (Caleb Hood)

Prior to the Transportation Projects update Mr. Hood reminded the Commission that new information is in bold. Mr. Hood noted that the updates begin on page 10 of the packet, and highlighted noteworthy changes, but will not read all the updates. Mr. Hood is happy to review

any item not covered at the end of the update. Mr. Hood highlighted the Eagle Road, to Amity to Victory along with the Eagle Road/Amity Roundabout and noted that both projects are on the ACHD 90 day bid list. Unfortunately, clarity of this part of the audio recording was unrecognizable so details are limited in the minutes. All information is listed in the Projects Update memo.

Mr. Hood also reviewed the Fairview/Locust Grove project and the North Meridian Neighborhood Bicycle & Pedestrian Plan, but again audio was unrecognizable so details are scant. In the interest of time Mr. Hood suggested that the Commissioners review ACHD's website for further details of the plan. Mr. Hood stood for question, which took place.

New Business Items

4. Meridian Police Department Update (Sgt. Brandon Frasier)

Sgt. Frasier provided a couple brief updates. MPD has completed the Seatbelt enforcement work that was coordinated with ITD and is in the ~90% compliance range. The other update was about the speeding issue on 8th street that was in the packet (Mr. Rodgers' email and the request for speed bumps). Sgt. Fraiser noted that a speed study was done in the area and there was occasional speeding, but noted that the excess speeds as mentioned by Mr. Rodgers was not the prevalent finding from the study. Sgt. Frasier stood for questions, which took place.

Mr. Hood asked for clarity on 'staff level' transportation issues and if those need to come to the Commission, discussion took place and the Commission agreed that day to day issues are handled by staff but the Commission is 'open' for any citizen to bring issues to them.

5. Shared Vehicles (Caleb Hood)

Mr. Hood did a brief recap of the City stance on Shared Vehicles. At the end of 2019 the City issued an RFP for shared vehicle services for 2020. In January the scoring committee recommended not to pursue a vendor contract for a Shared Vehicle service in Meridian at that time, but left the option open for a future review/RFP.

The memo in the packet speaks to a meeting that City Staff and MDBA had with Spin, a vendor that Boise uses, and is interested in a pilot project in Meridian using Spin's service. Conversations took place with City's Legal staff regarding a pilot run. Spin has been invited to the October Transportation Commission meeting. Discussion took place and Mr. Hood stood for questions, which took place.

A motion by Commissioner Hopkins to allow the presentation from Spin to go forward, with no commitments from the Commission; second by Commissioner Lewis – all ayes – motion passed.

6. Staff Communications (C. Hood)

Chairman Ballard asked if there were any specific updates that needed to be further discussed.

Mr. Hood noted that he did have one update regarding an issue where the Certificate of Occupancy was issued prior to sign-off the development from Planning. Mr. Hood did a high-level overview and stood for questions on any other items in staff communications, which took place.

Chairman Ballard asked for any further discussion, reviewed the proposed subcommittees schedules, noted the October meeting date change and reviewed the Future Meeting Topics. Mr. McKinney noted that he is running for ACHD District 5, this fall.

Future Meeting Topics

- 7. Downtown Alleyways**
- 8. Harvest Transit Service**
- 9. Signs in City Ordinances (December subcommittee)**
- 10. The Comprehensive Plan and Master Mobility Map Components**
- 11. Main/King Crosswalk**

Next Meeting Date: October 12, 2020

Adjourn

Chairman Ballard adjourned the meeting at 5:30

(AUDIO RECORDING AVAILABLE UPON REQUEST)

APPROVED:

DAVID BALLARD, CHAIR

DATE

ATTEST:

CHRIS JOHNSON (City Clerk)

DATE