



Twin Falls Traffic Safety Commission Agenda

Thursday, October 12, 2017, 9:00 AM

Commissioners: Randall Watson, Chair; Dennis Magill, Ted Warren, Brenda Hughes, Ken Weismore Sr., John Kapeleris, Ryan Bowman

Ex officio: Jackie Fields, City Engineer; Craig Kingsbury, Chief of Police; Ryan Howe, Sergeant Traffic Unit; Jesse Schuerman, Staff Engineer; and Nikki Boyd, City Council Liaison

- 1) Confirmation of Quorum/Call Meeting to Order
- 2) Consideration of Amendments to the Agenda
- 3) Consent Calendar
 - a) Approval of September 14, 2017, meeting minutes
Purpose: Action By:
- 4) Items of Consideration
 - a) Child Pedestrian Grant
Purpose: Discussion By: Jackie Fields
 - b) Presentation, discussion, and possible action for additional stop signs at two intersections near Twin Falls High School.
Purpose: Presentation By:
 - c) Discussion and possible action for all way stop control at the intersection of North College Road and Locust Street
Purpose: Discussion By: Michael Sullivan
- 5) Public Hearings - Published Start Time
- 6) Adjournment

Any person(s) needing special accommodations to participate in the above-noticed meeting could contact Kathy Markus (208) 735-7222 at least two working days before the meeting. Si desea esta información en español, llame Leila Sanchez (208) 735-7287.

Public Input Procedures

1. Individuals wishing to provide public input regarding matters relevant to the City of Twin Falls shall
 - wait to be recognized by the Mayor or Chairman
 - approach the microphone/podium
 - state their name and address, and whether they are a resident or property owner in the City of Twin Falls, and proceed with their input.
2. The Mayor or Chairman may limit input to no less than two (2) minutes. Individuals are not permitted to give their time to other speakers.

Public Hearing Procedures for Zoning Requests

1. Prior to opening the first Public Hearing of the session, the Mayor or Chairman shall review the public hearing procedures.
 2. Individuals wishing to testify or speak before the City Council or Planning and Zoning shall wait to be recognized by the Mayor or Chairman, approach the microphone/podium, state their name and address, then proceed with their comments. Following their statements, they shall write their name and address on the record sheet(s) provided by the staff. The staff shall make an audio recording of the Public Hearing.
 3. The Applicant, or the spokesperson for the Applicant, will make a presentation on the application/request (request). No changes to the request may be made by the applicant after the publication of the Notice of Public Hearing. The presentation should include the following:
 - A complete explanation and description of the request.
 - Why the request is being made.
 - Location of the Property.
 - Impacts on the surrounding properties and efforts to mitigate those impacts.
 4. Applicant is limited to 15 minutes, unless a written request for additional time is received, at least 72 hours prior to the hearing, and granted by the Mayor or Chairman.
 5. A City Staff Report shall summarize the application and history of the request.
 6. The City Council or Planning & Zoning Commission may ask questions of staff or the applicant pertaining to the request.
 7. The general public will then be given the opportunity to provide their testimony regarding the request. The Mayor or Chairman may limit public testimony to no less than two (2) minutes per person.
 - Five or more individuals, having received personal public notice of the application under consideration, may select by written petition, a spokesperson. The written petition must be received at least 72 hours prior to the hearing and must be granted by the Mayor or Chairman. The spokesperson shall be limited to 15 minutes.
 - Written comments, including e-mail, shall be either read into the record or displayed to the public on the overhead projector.
 - Following the Public Testimony, the applicant is permitted five (5) minutes to respond to Public Testimony.
 8. Following the Public Testimony and Applicant's response, the hearing shall continue. The City Council or Planning & Zoning Commission, as recognized by the Mayor or Chairman, shall be allowed to question the Applicant, Staff or anyone who has testified. The Mayor or Chairman may again establish time limits.
 9. The Mayor or Chairman shall close the Public Hearing. The City Council or Planning and Zoning Commission shall deliberate on the request. Deliberations and decisions shall be based upon the information and testimony provided during the Public Hearing. Once the Public Hearing is closed, additional testimony from the staff, applicant or public is not allowed. Legal or procedural questions may be directed to the City Attorney.
- * Any person not conforming to the above rules may be prohibited from speaking. Persons refusing to comply with such prohibitions may be asked to leave the hearing and, thereafter removed from the room by order of the Mayor or Chairman.



Twin Falls Traffic Safety Commission Minutes

Thursday, September 14, 2017, 9:00 AM

City Council Chambers
305 Third Avenue East - Twin Falls, Idaho

Commissioners: Randall Watson, Chair; Dennis Magill, Ted Warren, Brenda Hughes, Ken Weismore Sr., John Kapeleris, Ryan Bowman

Ex officio: Jackie Fields, City Engineer; Craig Kingsbury, Chief of Police; Ryan Howe, Sergeant Traffic Unit; Mike Sullivan, Traffic Technician; and Nikki Boyd, City Council Liaison

1) Confirmation of Quorum/Call Meeting to Order

Commission Chair Randall Watson called the meeting to order at 09:05 a.m. Commission Members present were: Randall Watson, Dennis Magill, Ted Warren, Brenda Hughes, Ken Weismore, and Ryan Bowman. A quorum was present. Commissioner John Kapeleris joined the group after the meeting started.

Staff members present were: Sergeant Ryan Howe, Jackie Fields, and Jesse Schuerman.

2) Consideration of Amendments to the Agenda

Ms. Fields requested that an item, regarding a request for reduction of speed at Orchard between Blue Lakes Boulevard South and Washington Street South, be added to the agenda. Commission Chair Watson decided to wait to see if there was available time to address the issue at the end of the meeting.

3) Consent Calendar

- a) Approval of August 10, 2017 meeting minutes

MOTION: Ted Warren moved to approve the August 10, 2017, meeting minutes. Brenda Hughes seconded the motion. All members present voted to approve the motion.

4) Items of Consideration

- a) Ms. Becky Hanchey presenting concerns regarding the lack of residential parking on Sophomore Boulevard.

Mrs. Hanchey presented lack of residential parking concerns of her neighborhood. Discussion was held with input from Sergeant Ryan Howe and City Engineer Jackie Fields.

MOTION: John Kapeleris moved to remove the No Parking signs on the residential sides of the street and place No Parking, 8 a.m. thru 4 p.m., Monday - Friday signs on the island only. Ryan Bowman seconded the motion. All members present voted to approve the motion.

- b) Safe Routes to Schools - Continuation of Discussion and possible Action
Ms. Fields reported that guidance for the grant application has not been available, the grant period opens in December, and the board to approve the grant is in development; presentation may be a bit premature. Ms. Fields requested Commissioners to drive around the city and note any possible locations (sidewalks, ADA accesses, etc.) for improvement by sending an email to her. Once Engineering has been informed of all the potential locations, they will configure a plan and proceed with the grant application. There is no need for any formal action at this time

- c) Concerns of Bickel students crossing at 3rd Ave E & Liberty and 3rd Ave E & Murtaugh after school.

Commissioner Bowman brought up concerns expressed on the hazards of students crossing at the above intersections. He was asked why there was no Yield or Stop signage. One of the issues they are having is illegal parking by parents while they drop off their children. Signage will not help the problem but controlling parental congestion should be effective. Sergeant Howe recommended that the school provide parking cones to direct parents to proper parking spaces, and he will have officers patrol the area during peak times. The school will also send out a letter to parents with information on correct parking. If these ideas do not eliminate the issues, Sergeant Ryan will work with the school in finding other options.

- d) Update on stop sign on 3600 at Harrison

Ms. Fields presented information that did not support the need of a 4-way stop sign at this location. She recommended that Engineering continue monitoring and gathering data.

MOTION: Ryan Bowman moved to table the issue until the variable speed signs and luminaire are installed and more data has been gathered. Ted Warren seconded the motion. All members present voted to approve the motion.

- e) Commissioner Kapeleris has requested a report from Sergeant Ryan Howe on the Traffic Team. The Commissioner also requested an accident report from Howe.

Sergeant Howe stated that the Twin Falls Police Department Records Bureau does not generate a monthly accident report. He said that a "Calls-for-Service" report may be available on a mapping system. Sergeant will look into producing a monthly report and possibly having it available next month.

Sergeant Howe also explained the current situation of the Traffic Unit. He is basically the only active officer working traffic at this time, but there are four officers that will be covering traffic after training and patrol issues are resolved.

- f) Commissioner Wiesmore has received two different complaints that he would like to discuss.

First concern was from a lady that suggested a bike lane on Federation. Sergeant Ryan noted that the sidewalk along Federation is classified as "shared." Ms. Fields stated that there has been research for a possible bike lane in the Rock Creek School area, and the study is on-going.

The second concern is in regards to the walking path along Federation in front of the gun range, i.e.: sharp drop off and rough terrain on the sides. It was determined that there will be studies and possible improvements in the future, but the situation will remain the same at this time. It was noted that part of the area is under County jurisdiction.

- g) Update on bike route map

Ms. Fields reported that the bike route map is still on schedule with the Master Transportation Plan. The Commission could prioritize bike lanes or the Commission could let the public process continue.

Mr. Schuerman also gave an update on the Main Avenue project.

Commission Chair Watson asked Ms. Fields if she would like to present her new agenda item at this time. Ms. Fields said she was approached about reducing the speed limit on Orchard Drive between Blue Lakes Boulevard South and Washington Street South from 45 mph to 35 mph. Ms. Fields stated that a traffic study did not justify a speed reduction, but a State statute does provide for a reduction. Ms. Fields will be presenting her findings to the City Council in a week or so. Staff will be recommending that the Council follow the State statute and make the area 35 mph.

5) Public Hearings - Published Start Time

- a) None

6) Adjournment

MOTION: Ken Weismore Sr. moved to adjourn the meeting. John Kapeleris seconded the motion. All members present voted to approve the motion. The meeting adjourned at 10:18 a.m.

Kathy Minard, Recording Secretary



Date: Thursday, October 12, 2017
To: Honorable Mayor and City Council
From:

Request:

Child Pedestrian Grant

Time Estimate:

N/A

Background:

Ms. Fields has requested that the Commission consider child-pedestrian improvement projects city-wide. Engineering is looking for locations where we can improve child-pedestrian access in the form of sidewalks but can include things like signs/beacons.

Approval Process:

N/A

Budget Impact:

Regulatory Impact:

N/A

History:

N/A

Analysis:

N/A

Conclusion:

N/A

Attachments:

1. Children Pedestrian Safety Program

Children Pedestrian Safety Program: 2018 Application

Idaho Local Highway Jurisdictions

Submittal Deadline: December 21, 2017 MST



Local Highway Technical Assistance Council
3330 Grace Street
Boise, Idaho 83703
208-344-0565 / 1-800-259-6841
Fax 208-344-0789
www.lhtac.org





INCLUDED IN THIS PACKET

1. APPLICATION INFORMATION

1.1 Program Background

2. PROGRAM GUIDANCE

2.1 Program Guidance for 2018

3. APPLICATION

3.1 Application Questions

4. SCORING

4.1 Suggested Scoring

1. APPLICATION INFORMATION

1.1 PROGRAM BACKGROUND

The Surplus Eliminator Program was established by House Bill 312 (H312) during the 2015 Legislative session. The law states that at the end of the year, remaining funds will be split between the rainy-day fund and the Surplus Eliminator Program for state transportation projects administered by the Idaho Transportation Department (ITD). During the 2017 Legislative session, Idaho Law makers voted to continue the Surplus Eliminator program through Senate Bill 1206 (S1206), however now the money is shared 60% to the state system and 40% to the local system for the next two years. For 2018, the total local share of the Surplus Eliminator fund is approximately \$11M. The Local Highway Technical Assistance Council (LHTAC) will administer the local share through a Local Strategic Initiatives Program. Per the law, eligible projects must be related to maintenance, and address safety and mobility.

Another piece of legislation that was passed, House Bill 334 (H334), in 2017 allows some of the Strategic Initiatives money to be spent on projects addressing "children pedestrian safety on the state and local system." LHTAC and ITD staff worked together to develop a joint program to fund these projects. Similar to the Local Strategic Initiatives program the project should be "shovel ready" and construction must be completed by late fall/early winter 2018.

ELIGIBLE PROJECTS:

Projects should be "bid ready" within 90 days of award. The Children Pedestrian Safety Program projects must still be considered maintenance as stated in H312. This includes but is not limited to;

- paths/sidewalks along or adjacent to an existing roadway
- connecting sidewalks/paths between two terminal points
- ADA ramps
- pedestrian crossing facilities across an existing roadway including signing and/or signalization
- paving an existing pathway

APPLICATION:

The application for the Children Pedestrian Safety Program is included in this package, and can be found on the LHTAC website, www.LHTAC.org, under the Programs Heading. The submittal package consists of the application sheet, the signed program agreement and a schedule to complete the project.

The application is due December 21, 2017 and should be submitted electronically to applications@lhtac.org. The applications will be scored by members of the Transportation Alternatives Program (TAP) Selection and Evaluation Committee. Applicants will be notified of award in January 2018, with funds available shortly thereafter.

Limit one application per Local Highway Jurisdiction.

FUNDING:

Funding for this program will be awarded as a grant, with a maximum of award of \$250k. The awarded Local Highway Jurisdiction (LHJ) is responsible for the administration of the project, and for completing the project within the timeframe given. The grant funds CANNOT be used for development services fees, project match, education/outreach, or to reimburse the LHJ for any equipment or employee cost.

All expenditures of these funds must follow the Idaho Local Governments "Procurement and Public Works Contracting" guidelines available on the LHTAC website in the Local SI section. Idaho Statutes for Public Works Contractors and Idaho Code for procurement must be followed.

For additional information, please contact LHTAC at (208) 344-0565.

2. PROGRAM GUIDANCE

2.1 PROGRAM GUIDANCE FOR 2018

Statement of Purpose: To share guidelines for the new program addressing Children Pedestrian Safety per House Bill 334.

Team: Idaho Transportation Department & Local Highway Technical Assistance Council

Proposed guidelines and/or rules:

Basic Structure:

- Application available in the September of 2017
- Application due December 21, 2017
- Projects should be “bid ready” within 90 days of award, approximately mid-April 2018
- Project completed by November 16, 2018
- Local Highway Jurisdiction (LHJ) required to submit a signed agreement with terms of program
- Projects along state route will require concurrence from the District, and include a maintenance agreement

Application:

- One joint (state and local) application process for the program
- Applications can be on the local system, state system, or both systems
- Limit of one application per LHJ

Scoring:

- Transportation Alternatives Program (TAP) Selection and Evaluation Committee to score applications
- ITD and LHTAC staff to provide project recommendations to the IT Board and the LHTAC Council

Funding:

- Target a split of 60% funds from state share and 40% funds from local share
- Fund up to \$2M in projects
- Funding anticipated in February 2018
- Maximum award of \$250K
- Provided as a “grant” for project awarded
- Unused funds to be returned
- No match required however local is responsible for project administration
- Local can contribute in-kind services to stretch limits of the project

Eligible use of funds:

- Purchase material (state procurement rules must be followed)
- Hire contractor to perform work (state procurement rules must be followed)
- CANNOT be used for salaries, equipment fees, or to reimburse sponsor agency for any work
- CANNOT be used for other project match, education, or outreach
- CANNOT be used for project development services or fees

Eligibility:

- Must be local agency to receive funds
- Must be “maintenance” of existing pedestrian facility or adjacent to an existing roadway
- Failure to complete project or comply with terms could jeopardize the opportunity for future funds

3. APPLICATION

3.1 APPLICATION QUESTIONS

Project Title: _____

Local Highway Jurisdiction Name: _____

Local Highway Jurisdiction Address: _____

*Contact Name: _____

Phone: _____

Email: _____

*Please list the person from your LHJ we should call if we have any questions on this project application.

Amount Requesting: _____

Total Amount of Project: _____

Amount and source of other funds: _____

Include a copy of the project *Schedule*.

Include a copy of the *Program Agreement and Maintenance Agreement if applicable*.

Please provide the following supportive information in the order listed below.

1. How does your project provide direct impact to children pedestrians? (limit ½ page)
2. How does your project address safety? Do you have evidence or data to support your answer? (limit 1 page)
3. How does your project address mobility? Does it tie into an existing pedestrian system and/or provide connectivity? Is it supported by a transportation and/or pedestrian plan? (limit ½ page)
4. Do you own the right-of-way or easements for your project? If not, do you have commitment letters and/or agreements to ensure the right-of-way or easements can be acquired timely for assurance that the project can be completed within the specified time frame?
5. Do you have support from your community and/or neighboring agencies? Limit 5 pages (can be letters, emails, etc.).
6. Do you have letters of commitment from other partners to perform work or donate services/material to complete the project (beyond project funds)?

4. SCORING

4.1 SUGGESTED SCORING

1. Children; 20 pts
 - a. If project primarily impacts children; 16-20 pts
 - b. Equal number of children and other users; 8-15 pts
 - c. Primarily other recreational users; 1-7 pts
2. Safety; 20 pts
 - a. If answer includes hard data (crashes, reported near misses, skid marks etc) and does an excellent job of explaining safety impacts; 16-20 pts
 - b. If answer includes soft data, and excellent job of explaining safety impacts; 10-15 pts
 - c. If answer includes no data, and does an excellent job of explaining safety impacts; 3-9 pts
 - d. If answer does an adequate job of explaining safety impacts; 1-2 pts
3. Mobility; 20 pts

** If project is supported by a transportation/pedestrian plan, add 1 pt to score below **

 - a. If project is connecting existing pedestrian system; 16-19 pts
 - b. If project is providing connectivity between destinations/locations or improving existing facilities; 12-15 pts
 - c. If project enhances mobility at a crossing; 8-11 pts
 - d. ADA Ramps and/or other projects; 1-7 pts
4. R/W or easements; 10 pts
 - a. If no R/W is needed (own property, have executed agreements, etc); 10 pts
 - b. If LHJ has letters of commitments; 4-8 pts
 - c. R/W needs to be acquired; 1-3 pts
5. Support; 10 pts
 - a. Unique, diverse, and excellent letters or statement of support; 8-10 pts
 - b. Form letters or non-diverse letters of support; 4-7 pts
 - c. Poor community support; 1-3 pts
6. Partners; 5 pts
 - a. Various commitments, letters, services, etc; 1-5 pts