

Public Works Advisory Board (PWAB)

Regular Meeting Minutes
Tuesday, February 12, 2024
FINAL, approved 3/12/24

Board Members Present:

Bill Kelly, Chair
John Herman, Vice Chair
Rachel Ruppel
Lori Faha

City Council Representative Present:

Andrea Blum, Council President

Staff Present:

Paul Bertagna, Public Works Director
Jackson Dumanch, Public Works Project Coordinator

Guests:

Tony Roos, Kittelson & Associates, Inc.

Absent:

Dane Zehrung

1. Call to Order & Roll Call

Chair Kelly called to order the Public Works Advisory Board meeting at approximately 4:30 PM and staff confirmed a quorum was present.

2. Approval of Minutes

Chair Kelly directed the Board to the January 9, 2024, regular meeting minutes and asked if there were any corrections or a motion to approve. Board Member Ruppel made a motion to approve the minutes as written. Board Member Faha seconded the motion. Motion passed unanimously.

3. Visitor Communication

Chair Kelly acknowledged the written communication from Kellen Klein regarding Barclay Drive and stated that the comments would be addressed during the discussion of that agenda item. Kelly asked for other visitor communication. Project Coordinator Dumanch stated that Cathy Russell wished to address the Board. Russell spoke about the proposed improvements of McKinney Butte Rd and their concerns about the section between Brooks Camp Rd and Arrowleaf Trail. Russell stated that they believed improved signage would benefit the section to improve pedestrian safety including a reduced speed limit of 20 mph and appropriate signage for the reduced speed and pedestrian signage for drivers. Russell recommended members of the Board visit the section between 3:00 PM and 3:40 PM to observe conditions.

4. Board Business

a. East Portal 30% Design Review

Director Bertagna began by providing some background information on the project including revisions to the original concept before introducing Tony Roos with Kittelson & Associates. Roos began their presentation by describing the original concept design for the phase noting that the revised concept retained much of the original parking while saving more trees. Roos then described the revised concept design highlighting the change to the RV dump station location, the addition of a drop-off zone for smaller transit vehicles, and changes to the EV charging parking stalls location. Director Bertagna stated that the revised RV dump station location made connecting to the wastewater main line easier and allowed for increased stacking; Roos estimated up to 3 RV's being able to stack in the dedicated lane with about 170 feet of stacking room. Roos then described their methodology for designing the turn radius of a bus navigating into and out of the parking area. Chair Kelly asked for clarification about where a bus would travel within the site. Roos stated that larger transit vehicles would use the dedicated sawtooth drop-off lane. Kelly asked how the community might react to tree removal onsite. Bertagna stated that they believed the tree removal would be lower than originally expected, adding that the Urban Forestry Board would be involved, and that mature ponderosa pine preservation would be a priority. Vice Chair Herman asked if the reduced number of parking stalls be sufficient. Bertagna stated that on-street parking and room for future expansion if needed would accommodate. Board Member Faha asked where the labyrinth was. Bertagna noted the circle in the southwest corner of the site. Board Member Ruppel asked if large, towed vehicles were considered in the design. Roos confirmed they used a large RV towing a boat as the example. Ruppel asked how tight the model was, adding that they were concerned about "non-expert drivers" navigating the site without hitting trees. Roos stated that the "auto turn" program that they use is very conservative. Ruppel asked for confirmation that an RV using the dump station would exit through the parking lot and back onto Hood Ave. Roos confirmed that to be true. Ruppel then asked if there was an opportunity to add oversized stalls for vehicles like long pickup trucks. Roos stated that most stalls were 20 ft depth but appreciated the observation. Bertagna added that some on-street parking could accommodate oversized vehicles and even be signed as such. Kelly stated that they hoped this site would attract those with large bike racks on the back of their vehicles away from Village Green. Bertagna stated that was the hope. Kelly asked if RV parking was still being considered in a future phase. Bertagna confirmed that phase would be in the southeast corner of the site and noted that there was plenty of room to get creative and allow the site to function as desired. Kelly asked what was the desired goal in discussion of this agenda item. Bertagna stated that Board approval and review of the design so far was desired. Kelly asked how the current design influenced the budget for the project. Bertagna asked Roos for more details. Roos stated that they have priced it out to include the RV dump station, but removal of curb dropped about \$80,000.00 off the project and removal of a formal stormwater system dropped another \$60,000.00-\$70,000.00.

b. Barclay Drive Design, Larch to Locust Phase.

Director Bertagna began by providing some background information on the project including revisions to the original concept including a phase 1 approach. Roos then described the design

for phase 1, notable changes to the original design is a taper where phase 1 improvements meet the unimproved section of the corridor. Roos noted there was room for further improvements if needed such as a rectangular rapid flashing beacon (RRFB). Bertagna described changes involved in the phase including 10-foot-wide paths, storm drainage facilities, marked crossings, and pedestrian lighting. Bertagna asked Roos to describe the tapered section. Board Member Faha asked if RRFB would be included in this phase. Roos responded that it would be part of a later phase. Roos described the taper adding that it would include a turn lane for drivers turning into the storage facility. Chair Kelly stated this would cost \$1 million. Bertagna added that the cost estimate included a 30% contingency. Board Member Ruppel asked for clarification about the curb and gutter along new paths connecting to existing paths. Bertagna stated that there would be some tapering of the curb and a stormwater swale to make the connection. Bertagna described the methodology for selecting locations of marked pedestrian crossings. Bertagna acknowledged the comments made in Kellen Kleins letter and other comments made by the community and noted that easy additions to the project could include crossings at the Sun Ranch Dr intersection and creating more visibility or awareness at the Pine St intersection. Bertagna stated they had lowered the speed on Barclay in the past but had to change it back adding that there is a process with the Oregon Department of Transportation (ODOT) for selecting speed limits. Bertagna finished by asking the Board for any comments. Kelly stated that pedestrian safety should be looked at very closely. Faha asked about installing driver feedback signs, Bertagna stated that they are effective. Faha asked about making the Pine St intersection a 4-way stop. Bertagna responded by stating that there was a lot of discussion about that in the past and how it might interfere with the function of the alternate route and that it may be a 4-way stop or roundabout in the future. Kelly added that having traffic stop there could cause some confusion or safety concerns. Bertagna noted that traffic engineers and the Manual on Uniform Traffic Control Devices (MUTCD) dictate where certain amenities on roadways go. Faha asked Roos how much an RRFB costs, Roos stated it can vary from \$40,000.00 to \$200,000.00 each. Ruppel stated that they were not comfortable with only one crosswalk at the Larch St intersection and recommended a crossing on at least the west side not the east side stating that pedestrians will cross there regardless of it being marked or not. Roos stated that the existing driveway for the storage facility made placement of a marked crossing difficult and pushed it too far out of an intuitive driver's sightline. Ruppel was happy to hear that the Sun Ranch Dr intersection would receive a marked crossing. Bertagna added that that intersection had conflicts with existing driveways as well. Vice Chair Herman asked if the roadway becomes very busy will that discourage pedestrian traffic in the corridor or if the opposite happens and there is an abundance of pedestrians crossing Barclay Dr will that discourage drivers from using the alternate route. Bertagna stated that if the improvements are successful then RRFBs or crossing lights can be added to improve safety and traffic flows. Kelly asked about the timeline for construction. Bertagna stated that the project would be put into the budget and begin construction in late fall or winter. Kelly asked if an RV could handle the turn at Camp Polk Rd. Bertagna stated a WB67 could handle the turn. Bertagna asked Roos to clarify. Roos stated that north-south movement was designed so that small freight trucks could maintain lane integrity but a WB67 would have to cross over the lane and wait for a gap in traffic to continue northbound movement. Kelly stated they asked because of a proposed future RV park nearby. Roos stated that an RV should be able to make the turn but maybe

swing a little wide. Ruppel asked for clarification about mountable curb on the island. Roos stated that was correct. Roos added that they spec'ed out a product called Duracurb, a mountable plastic curb that is bolted to the pavement. Faha asked about the safety of bikes and pedestrians in the island waiting to cross. Roos responded stating that the mountable curb adds more structure to the intersection than a free flow road allowing Camp Polk to be squared up to the curve. Bertagna stated this was similar to what was done in Bend at Wilson by delineating bike lanes with delineators. Faha asked about traffic turning right onto Barclay from Camp Polk and their visibility. Roos stated that southbound traffic would have great visibility to see oncoming traffic. Faha then asked about right of way (ROW) acquisition and how that influenced the cost estimate. Roos stated there was little ROW needed to be acquired. Herman asked about southbound traffic and their ability to see pedestrians. Roos stated that a driver would be able to see a waiting pedestrian clearly. Bertagna added that light poles would not conflict with visibility. Kelly asked if ODOT would perform a study to set an appropriate speed limit. Bertagna confirmed they would after completion and City request. Faha stated that lower speed limits can be posted if the zone is under construction. Ruppel asked if there were other locations in the city where there was curb and gutter immediately alongside a path adding concern about pedestrians feeling comfortability. Faha asked about snow removal and snow being pushed up onto the path. Bertagna stated that there would be a berm. Faha asked if the paths would remain clear. Bertagna stated that the paths would be cleared. Kelly noted other paths being cleared shortly after storms. Bertagna stated they wished the path could meander but that would conflict with existing structures but anticipates the 10-foot-wide path being better than a standard 5.5-foot-wide path. Bertagna acknowledged that there is pedestrian traffic in the corridor where there are no pedestrian facilities and that they needed to be added for safety. Kelly asked what the next steps were to move forward such as a "head nod". Bertagna confirmed that to be the next step and that he was taking notes on Board comments and concerns. Faha asked about Safe Routes to School funding and if the Pine intersection could be included in the grant application considering the proximity of residential neighborhoods. Kelly asked about future phases. Bertagna stated that the first phase would be cash-funded and that there was no bond in place for the improvements, adding that system development charge (SDC) funds would help fund the project. Faha asked if transient lodging tax funds could be used, Bertagna voiced doubts about using those based on other cases in the state. Bertagna added that the City's street fund could contribute. Kelly asked about input from the sheriff's department. Bertagna responded by stating that Lt. Davis is aware of the project.

5. Other Business

Director Bertagna addressed the visitor communications form earlier in the meeting such as enhanced pedestrian crossings, signage and speed limits on McKinney Butte Rd adding that because the road is classified as an arterial it is not eligible for being marked as 20 mph but that there would be 3 different speed limits within the corridor based on zones and number of accesses. Bertagna stated there would be a signing and striping plan throughout the corridor in consultation with traffic engineers. Board Member Ruppel commented that driver feedback signs are effective. Bertagna stated that the driver feedback signs currently in use are solar powered and work well. Bertagna added that a speed zone study has been requested for the HWY 242 corridor for school zone safety.

Vice Chair Herman spoke about the visitor communication regarding the driveway of Dairy Queen and how drivers use it as a road and if it could be made as right turn only. Bertagna stated that they would have to ask a traffic engineer noting it could be difficult considering the existing business. Bertagna added that a median would be required to enforce right out movement which would eliminate left in access to the site. Bertagna spoke about past conditions on the site and how safety has improved.

Bertagna noted that SDC updates for water, sewer, and parks were being worked on including final reports. Bertagna voiced the desire to have the Board review it as well as a utility rate draft report. Bertagna stated that a standard 3/4 -inch water meter would increase in price by about \$400.00 to \$500.00 and that water SDC rates would almost double. Bertagna noted that Sisters would have the highest rates in central Oregon until Bend increases their rates. Kelly asked about monthly utility bills. Bertagna stated that they didn't have that information yet but would go up and have by 2% each year for the past few years, adding that rates are currently very low compared to other communities. Faha stated that water is cheap in central Oregon, Bertagna agreed. Ruppel asked if the rate structure would change. Bertagna stated that it would not, but meter prices and overage rates would increase. Faha commented that there could be difficulties in acquiring new water rights. Bertagna stated that communities will have to conserve and manage. Faha noted Bend's rebate program for turf removal. Paul commended Bend's aggressive conservation efforts.

6. Board Member Comments

Chair Kelly asked for Board Member comments. None were had.

7. Adjourn

Chair Kelly adjourned the meeting at 5:49 PM.