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\text { Tuesday, February 13, } 2024 \text { - 4:30 P.M. }
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The Public Works Advisory Board is accessible to the public in person in the City Council Chambers at 520 E. Cascade Avenue, Sisters, OR 97759 and via the following Zoom link:
https://us02web.zoom.us/i/83196261775?pwd=KOtqaWhTQXpFNGI6SnZObHdVakM5Zz09
Passcode: 353884

1. CALL TO ORDER \& ROLL CALL
2. APPROVAL OF MINUTES
a. January 9, 2024 - Regular Meeting
3. VISITOR COMMUNICATION - If speaking in-person, please use the Visitor Communication Sign-In form at the meeting. Written communication can be submitted for the record to jdumanch@ci.sisters.or.us. Written communication and requests to speak via Zoom must be received by 1:00 PM on the day of the meeting.
4. BOARD BUSINESS
a. East Portal 30\% Design review.
b. Barclay Drive design, Larch to Locust phase.
5. OTHER BUSINESS - Miscellaneous issues or for the Board's information.
6. BOARD MEMBER COMMENTS
7. ADJOURN

NOTE: A "substantial issue" not listed on a published agenda cannot be considered.

# Public Works Advisory Board (PWAB) 

Regular Meeting Minutes
Tuesday, January 9, 2024
DRAFT

Board Members Present:<br>Bill Kelly, Chair<br>John Herman, Vice Chair<br>Rachel Ruppel<br>Dane Zehrung<br>Lori Faha<br>\section*{City Council Representative Present:}<br>Andrea Blum, Council President<br>Staff:<br>Jackson Dumanch, Public Works Project Coordinator<br>Erik Huffman, City Engineer, BECON Civil Engineering \& Land Surveying

## Absent:

Paul Bertagna, Public Works Director

## 1. CALL TO ORDER \& ROLL CALL

Chair Kelly called to order the Public Works Advisory Board meeting at approximately 4:35 PM and staff confirmed a quorum was present.

## 2. NEW BOARD MEMBER INTRODUCTION

Current members of the Board introduced themselves before Borad Member Faha introduced themself and described their extensive background in civil engineering. Chair Kelly then asked Council President Blum to introduce themself.

## 3. APPROVAL OF MINUTES

a. September 12, 2023

Chair Kelly directed the Board to the September 12, 2023 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, Board Member Zehrung seconded the motion. Motion passed unanimously, 5-0.
b. December 12, 2023

Chair Kelly directed the Board to the December 12, 2023 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, Board Member Zehrung seconded the motion. Motion passed unanimously, 5-0.

## 4. Visitor Communication

Chair Kelly asked if there was any visitor communication, Project Coordinator Dumanch informed the Board that there was one individual wishing to address the Board. David Purviance of 450 N Trinity Way addressed the Board regarding the McKinney Butte Rd Safety Improvements. Purviance informed the Board that they have been in communication with City staff and Deschutes County Sheriff's Office staff regarding safety concerns in the corridor, adding they believed the corridor to be one of the most dangerous roads for pedestrians. Purviance stated they were prepared to advocate for safety improvements prior to reading the material included in the meeting packet. Purviance stated they and others have observed conflicts between pedestrians and drivers in the corridor. Purviance showed a drawing they had prepared to help describe their safety concerns, specifically recommending mid-block pedestrian crossings, adding that the plans showed this but had questions about the location of the crossing. Kelly asked that Purviance stay for the meeting presentation where more details would be shared. Kelly asked Purviance about the diagram they composed and where the entry to the schools was, Purviance answered that there is an open sports field there. Purviance stated they had a second question, prefacing with compliments to the plan but was curious about crossing lights at crosswalks and if there was funding for the project. Kelly stated that Director Bertagna would know but asked Council President Blum considering Bertagna's absence. Blum stated that they were not aware of any specific funding in the budget as the project is so recent but doubts that finding funding will be an issue. Purviance addressed Blum stressing the importance of children's safety in the corridor and suggested it be a priority over other road maintenance projects.

Chair Kelly asked staff if there was any more visitor communication, Dumanch stated there was none.

## 5. Board Business

a. McKinney Butte Rd Safety Improvements preliminary plans review

Chair Kelly called on City Engineer Huffman to introduce themself and the project. Huffman provided a brief overview of their role as the City Engineer and then began their presentation.

Huffman began on the western-most crosswalk in the plan near the intersection of the high school/Sisters Park and Recreation District and elementary school accesses. Huffman stated that the raised crossings seen in the plans are not commonly used so as they can interfere with emergency vehicles, referring to the crossings as "speed tables" which would raise the crosswalk by 4 inches and described the dimensions of the proposed speed tables. Huffman stated that the proposed crossings are further away from the intersection than the existing ones so as to not interfere with the turning of vehicles into and out of the nearby driveways. Huffman noted that signage is included in the current plans, but no form of flashing signage had been considered yet. Board Member Faha asked for confirmation that the existing crosswalk would be eliminated, Huffman confirmed that to be correct. Faha then asked if the old crosswalks would need signage informing pedestrians to use the new crosswalk. Huffman proposed possibly shifting the new crosswalk closer to the intersection but emphasized finding a compromise between pedestrians and vehicles. Kelly asked if the path on the school property could be realigned with the new crosswalk. Huffman agreed that this could help better direct
pedestrians to the new crossing point. Board Member Ruppel stated that children may walk directly to the new crossing point regardless of moving the path but had no opinion on shifting the crossing closer to the intersection believing the proposed location to be safer. Faha emphasized the removal of any indication of a former crosswalk to discourage crossing outside of the designated area. Faha asked for confirmation if RRFBs (rectangular rapid flashing beacons) were being considered. Huffman confirmed that RRFBs have not been included in the plans but did not deny the possibility of them being added. Faha stated each RRFB could cost around $\$ 50,000.00$ but could create confusion and frustration in drivers. Huffman agreed, adding that drivers could become desensitized to the RRFBs if overused or not used in the proper setting. Kelly asked what the speed limit was on McKinney Butte Rd, Project Coordinator Dumanch confirmed 25 mph with speed reductions to 20 mph during school start, lunch and end. Faha asked about reducing the whole corridor to 20 mph . Kelly stated that the speed tables may help to slow drivers down. Huffman noted that the speed tables would need to be reviewed by the fire district to ensure they had no concerns. Ruppel asked if the schools would still have individuals acting as crossing guards/flaggers at the new location, adding that this would help formalize the crossing and manage crowds. Huffman did not ask the schools about that but believed they would continue the practice.

Huffman then described the next crossing near the staff entrances of the high school and future elementary school immediately noting that there was no formal walkway to the southern point of the existing crossing. Faha asked for confirmation of Huffman's previous statement, Huffman confirmed. Faha asked if the ramps would be ADA compliant. Huffman confirmed they would, but the ramps would have to rise up to meet the new crossing, Faha noted this may create stormwater and drainage concerns. Kelly asked what the distance was between this crossing and the one viewed previously. Huffman estimated 250 feet. Kelly asked if the configuration would be the same, Huffman confirmed it would.

Huffman then described the next crossing moving eastward through the corridor, being a midblock crossing connecting north-south oriented paths on either side of the corridor. Huffman stated this connected the western-most path to the north, but corrected themself stating that it was the eastern-most path it connected with. Ruppel stated the current propped crossing was preferred as it connected to an existing path on the south side of the corridor. Ruppel asked if there were crossings at the Reed St intersection. Huffman stated that there are none there. Faha asked for the justification for the location of the proposed mid-block crossing. Huffman stated it was a suggestion from the school district. Faha stated that every intersection is technically a pedestrian crossing. Huffman stated that the aim was to encourage use of improved crossings and discourage use of unmarked crossings. Kelly suggested signage stating when a crosswalk was closed or directing pedestrians to marked crossings. Huffman concluded by stating that those were the only 3 speed tables being proposed. And proceeded with their presentation.

Huffman directed the Board to the next slide and proposed crossing involving removing a midblock crossing and adding a non-raised crossing on the west side of the Freemont/McKinney

Butte intersection adding that this location is outside of the school zone and therefore would not be a speed table.

Huffman described the next slide showing a proposed crossing at the East side of the Trinity/McKinney Butte intersection. Huffman stated that there is an existing sidewalk only on the east side of Trinity to the south and therefore the proposed crossing is shown on the east side of the intersection. Faha suggested checking if this work may trigger having to replace other ADA ramps at the intersection.

Huffman described the next slide showing an improved crossing on the west side of the Brooks Camp/McKinney Butte intersection. Huffman stated that the private property in the northwest corner extends into the pavement of the existing roadway. Huffman stated that the property is owned by Village Meadows Homeowners Association which they believed to be dissolved and not currently in existence, adding that some work will need to be done to get the right to improve within the property to make a functional curb ramp and crossing there. Kelly asked if there was sidewalk on the East side of Brooks Camp. Huffman confirmed there was not adding that the City has applied for grant funding to install paths there but was not chosen to be funded.

Huffman proceeded to the last crossing in the plans on the southwest side of the Arrowleaf/McKinney Butte intersection. Kelly noted there is no existing crosswalk at the intersection crossing McKinney Butte. Ruppel asked if this was related to a barrier removal request. Huffman stated it was not but added that they have observed pedestrians attempting to cross there. Council President Blum stated that the intersection is difficult for cars. Faha stated a RRFB may be well suited for this crossing. Blum added that they have suggested in the past that Arrowleaf and the driveway be made right-in, right-out but that was meant with public opposition. Kelly asked if the crossing at the roundabout was ODOT or City, Huffman stated that they believed it was still ODOT and had not been turned over to the City. Kelly stated that the crossings at the roundabout needed to be repainted.

Kelly asked what the next step was. Huffman stated that the design will continue while considering Board comments in preparation for bidding. Kelly asked for a rough cost estimate, Huffman stated they had not composed a cost estimate yet but estimated each raised crossing to be upwards of $\$ 20,000.00$ with an extra $\$ 5,000.00$ per ADA ramp. Huffman stated that thermoplastic markings were expensive. Blum asked how long thermoplastic markings were meant to last, Huffman stated likely at least 10 years, but depended on the level of traffic. Faha asked if the tables were suitable for plowing roads. Dumanch added that moving the raised crossing further from intersections allows plows to cross them more head-on. Faha asked if the proposed crossing at Brooks Camp was included in the project, Huffman confirmed. Faha asked if that crossing should maybe part of a phased approach. Huffman stated legal advice would be needed on how to proceed with the property in the northwest. Ruppel stated they liked the 3 raised crossings because they are in locations pedestrians use.

Kelly thanked Huffman for attending and presenting the preliminary plans.

## 6. Other Business

Chair Kelly asked for any other business to discuss. Dumanch noted that Vice Chair Herman and Board Member Zehrung, who were attending virtually, had left the meeting.

## 7. Board Member Comments

Chair Kelly asked for further comments from the Board. Council President Blum assured the Board that Director Bertagna is aware of challenges that may arise and will plan accordingly as the project progresses.

## 8. Adjourn

Chair Kelly adjourned the meeting at 5:26 PM.


tree preservation parking stall analysis

|  |  | Original Stalls | Proposed Stalls |
| :---: | :---: | :---: | :---: |
| On-Site |  |  |  |
|  | Standard | 32 | 20 |
|  | Compact | 0 | 6 |
|  | ADA | 2 | 2 |
| Total |  | 34 | 28 |
|  |  |  |  |
| Off-Site |  |  |  |
|  | Standard | 28 | 19 |
|  | EV | 6 | 6 |
|  | ADA | 2 | 2 |
| Total |  | 36 | 27 |





Barclay Drive Improvements
Larch to Locust - Phased Estimate
City of Sisters

Engineer's Estimate - Larch to Locust - Phased Estimate


## Barclay Drive Improvements

Larch to Locust - Phased Estimate
City of Sisters

Engineer's Estimate - Larch to Locust - Phased Estimate

| Prepared By: KAI |  |  | Date: Aug, 2023 |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| ITEM NO. | ITEM | UNIT | TOTAL QUANTITY |  | IT PRICE |  | COST |
| WEARING SURFACES SUBTOTAL |  |  |  |  |  | \$ | 304,500 |
| PERMANENT TRAFFIC SAFETY |  |  |  |  |  |  |  |
| 33 | Delineators, Type 3 | FOOT | 83 | \$ | 225.00 | \$ | 18,675.00 |
| 34 | Longitudinal Pavement Markings - Paint | FOOT | 2,448 | \$ | 1.00 | \$ | 2,448.00 |
| 35 | Pavement Legend, Type B: Arrows | EACH | 4 | \$ | 15.00 | \$ | 60.00 |
| 36 | Pavement Legend, Type B: Bicycle | EACH | 1 | \$ | 550.00 | \$ | 550.00 |
| 37 | Pavement Bar, Type B | SQFT | 710 | \$ | 12.50 | \$ | 8,875.00 |
| PERMANENT TRAFFIC SAFETY |  |  |  |  |  | \$ | 30,608 |
| PERMANENT TRAFFIC CONTROL |  |  |  |  |  |  |  |
| 38 | Crosswalk Closure Supports | EACH | 4 | \$ | 15.00 | \$ | 60.00 |
| 39 | Remove Existing Signs | LS | ALL | \$ | 1,000.00 | \$ | 1,000.00 |
| 40 | Remove and Reinstall Existing Signs | LS | ALL | \$ | 3,500.00 | \$ | 3,500.00 |
| 41 | Perforated Steel Square Tube Slip Base Sig | LS | ALL | \$ | 7,887.00 | \$ | 7,887.00 |
| 42 | Signs, Standard Sheeting, Sheet Aluminum | SQFT | 30 | \$ | 25.00 | \$ | 750.00 |
| 43 | Pole Foundations | LS | ALL | \$ | 4,500.00 | \$ | 4,500.00 |
| 44 | Luminaires, Lamps, and Ballasts | LS | ALL | \$ | 1,500.00 | \$ | 1,500.00 |
| 45 | Switching, Conduit, and Wiring | LS | ALL | \$ | 21,868.00 | \$ | 21,868.00 |
| 46 | Lighting Poles and Arms | LS | ALL | \$ | 12,000.00 | \$ | 12,000.00 |
| PERMANENT TRAFFIC CONTROL |  |  |  |  |  | \$ | 53,065 |
| RIGHT OF WAY DEVELOPMENT |  |  |  |  |  |  |  |
| 47 | Temporary Seeding, Mix No. 1 | ACRE | 0.02 | \$ | 15,000.00 | \$ | 300.00 |
| 48 | Topsoil | CUYD | 32.27 | \$ | 300.00 | \$ | 9,680.00 |
| RIGHT OF WAY DEVELOPMENT |  |  |  |  |  | \$ | 9,980 |
| WATER SUPPLY SYSTEMS (01100) |  |  |  |  |  |  |  |
| 49 | Moving Existing Hydrants | EACH | 1.00 | \$ | 2,000.00 | \$ | 2,000.00 |
| WATER SUPPLY SYSTEMS |  |  |  |  |  | \$ | 2,000 |
| SUBTOTAL \$ 853,683 |  |  |  |  |  |  |  |
|  | Contingency |  |  |  | 30\% | \$ | 256,104.75 |

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From: Kellen Klein <kellencklein@gmail.com>
Sent: Wednesday, February 7, 2024 3:52 PM
To: Bill Kelly; John Herman; Lori Faha; Dane Zehrung; Andrea Blum; Rachel Ruppel
Cc:
Subject:
Follow Up Flag:
Flag Status:
Paul Bertagna; Jackson Dumanch
Barclay Dr feedback and recommendations
Follow up
Flagged
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Hi Public Works Advisory Board,
In advance of your next board meeting, and at the risk of a lot of snarky jokes from Bill and John, I would like to offer some feedback about the planned upgrades to Barclay Drive.

For context, I live in the ClearPine neighborhood just north of Barclay. My family and I regularly cross Barclay on foot, bicycles, and longboards on our way into town, and it is already quite dicey sometimes due to higher speeds and poor visibility. I was thus dismayed to see that funding has run out for upgrades to the western portion of the road between Larch and Pine St. Totally understandable, but it makes me nervous to imagine the road in its current condition with a significant increase in vehicle traffic particularly semi-truckss - following the completion of the new roundabout.

For the sake of pedestrian safety and supporting alternative transportation around town, I highly encourage the Public Works Advisory Board and staff to consider some low-cost, incremental improvements to the western part of Barclay Drive that can be implemented now while awaiting new funding. Specifically, I recommend the following:

1. Add painted crosswalks across Barclay on the west side of $N$ Larch St (currently only a marked crosswalk on the east side) and on the east side of Sun Ranch Dr. (currently no marked crosswalks on either side). This would improve connectivity between existing off-street pedestrian pathways.

- Side note: A marked crosswalk across Locust St. at the intersection with Black Butte Ave. would also be awesome. We regularly traverse this route to get to the Saddlestone neighborhood and park, and crossing Locust can be a pain due to the lack of crosswalk and small gulley between the bike path and paved street.

2. Add pedestrian warning flashers for westbound traffic approaching N. Pine St. The curve in the road here, plus a private fence on the north side of the street, makes it hard for westbound traffic to spot pedestrians until it's too late to stop. Flashers before the curve might help put drivers on alert.
3. Reduce the speed limit along Barclay. Barclay Drive is one of the fastest streets within city limits, and one of the few with a 30 MPH limit. Currently, a vehicle heading west through town via the "business route" has to go from 20 MPH on Highway 20, to 25 MPH on Locust St, to 35 MPH on Locust St (once past Green Ridge Physical Therapy), back down to 30 MPH on Barclay, and then back up to 35 MPH once reaching the existing roundabout. I recommend a consistent 25 MPH
speed beginning at the HWY 20/Locust intersection and continuing all the way until the roundabout. This would help avoid confusion, and make stopping distances shorter until visibility and other pedestrian-friendly measures are improved through future upgrades.

Thanks in advance for your consideration. l'd be happy to come discuss this in person at a future meeting if helpful, too.

Sincerely,
Kellen Klein
258 W. Heising Dr
425.260.8411
kellencklein@gmail.com

1. Signage: At the east end of McKinney Butte from Brooks Camp intersection to Arrowleaf the speed limit needs to be 20 mph and a sign just east of the Barclay/McKinney intersection placed along with a pedestrian sign.
2. I invite you to do a site visit before the project goes to City Council. Go on a weekday afternoon between 3:00-3:40. There is a lag between $3: 15$ and $3: 20$. At 3 the majority of the traffic is heading west up McKinney and at 3:20 its heaviest east bound. Walk the area and cross McKinney several times. Go pass Dollar General to cross and think about cars accelerating out of that curve. Really watch the traffic patterns. Count the number of cars that are using the DQ driveway as a side street and how many continue straight onto Arrowleaf or make a left- or right-hand turn. Look at the traffic going into Bi-mart and walk down it. Imagine having to use a mobile assisted device and weaving thru traffic and parked delivery trucks on that narrow driveway.

This area is used heavily used and we need to make sure that it is safe for everyone.


