

## AGENDA

Transportation Policy Board

**Wednesday, February 13, 2019 7:00 a.m. – 8:30 a.m.**

Thurston Regional Planning Council

Conference Room A, 1<sup>st</sup> Floor

2424 Heritage Court SW, Suite

Olympia, WA 98502-6031

1. **Introductions/Announcements/Updates** Andy Ryder, Chair  
TRPC Staff
  2. **Approval of Agenda** **ACTION**  
Andy Ryder, Chair
  3. **Approval of Meeting Notes from January 9, 2019 (Attachment)** **ACTION**  
Andy Ryder, Chair
  4. **Public Comment Period**
  5. **7:10 – 7:20 2019 Election of Officers (Attachment)** **ACTION**  
*At the January meeting, staff briefed the Board on the election process. The Chair will take nominations from the floor for Chair and Vice-Chair.* Karen Parkhurst
  6. **7:20 – 7:30 Election of Emeritus Business Representative and Business Representative Recruitment Process (Attachment)** **ACTION**  
*Last month, the Board amended the By-laws to create an Emeritus Citizen or Business Representative position. The Board will consider appointing Doug DeForest as a Business Representative Emeritus. The Board will also consider directing staff to begin a recruitment process to fill a vacant Business Representative position.* Karen Parkhurst  
Andy Ryder, Chair
  7. **7:30 – 7:50 WSDOT Update – State Route (SR) 510 – Yelm Loop – New Alignment Phase 2 (Attachment)** **PRESENTATION**  
*WSDOT staff will let the Board know what is happening on this regional project that aims to help reduce congestion through Yelm's business core, improve safety, and provide a new route for bicyclists and pedestrians.* Karen Parkhurst  
Bill Elliot, WSDOT
  8. **7:50 – 8:10 Federal Funds Reprogramming and STIP Amendment (Attachment)** **ACTION**  
*To review the City of Tumwater's request to reprogram \$657,000 federal Surface Transportation Program (STP) grant funds from the Old Hwy 99/79<sup>th</sup> Avenue Roundabout Project to two separate projects: \$389,250 to the Old Hwy 99 Corridor Study; and \$267,750 to the Citywide NHS Resurfacing Project.* Paul Brewster
  9. **8:10 – 8:20 2019 Policy Board Retreat (Attachment)** **DISCUSSION**  
*As part of the Board's January adoption of the 2019 calendar, they discussed a retreat – likely in fall 2019 (following the Council retreat). This agenda item kicks off a discussion of what a successful retreat looks like to you.* **POSSIBLE ACTION**  
Karen Parkhurst
  10. **2019 Legislative Session (Attachment)** **BRIEFING**  
*Staff will provide an update of state Legislative activities. At the discretion of the Chair, this may be covered in the After- Meeting Summary.* Karen Parkhurst
  11. **Outside Committee Report** **BRIEFING**  
*Member DeForest will provide an overview of recent Puget Sound Regional Council Transportation Policy Board Activities. At the discretion of the Chair, this may be covered in the After- Meeting Summary.* Doug DeForest
- Additional Informational Enclosures:
1. RTIP Administrative Modifications – July – Dec 2018

### **Next Meeting** **March 13, 2019**

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## MINUTES OF MEETING

### TRANSPORTATION POLICY BOARD

Wednesday, January 9, 2019

2424 Heritage Court SW

Conference Room A, 1<sup>st</sup> Floor

Olympia, WA 98502

#### Call to Order

Chair Andy Ryder called the meeting to order at 7:00 a.m.

#### Attendance

##### Members Present:

City of Lacey

City of Olympia

City of Rainier

City of Tenino

City of Tumwater

City of Yelm

Intercity Transit

North Thurston Public Schools

State Government

Thurston County

WSDOT

Business Rep

Business Rep

Citizen Rep

Citizen Rep

Andy Ryder, Chair

Clark Gilman, Council member

Jonathan Stephenson, Council member

John O'Callahan, Council member

Pete Kmet, Mayor

Tracey Wood, Council member

Don Melnick, Board member

John Suessman, Staff

Kevin Dragon, DES Staff

Tye Menser, Commissioner

JoAnn Schueler, Staff

Doug DeForest

Renee Radcliff Sinclair

Graeme Sackrison, Vice Chair

Kevin Pestinger

##### Members Absent:

Confederated Tribes of the

Chehalis Reservation

Nisqually Indian Tribe

Port of Olympia

Business Rep

Amy Loudermilk, Staff

Heidi Thomas, Staff

Joe Downing, Commissioner

Angela White

##### Staff Present:

Marc Daily, Executive Director

Karen Parkhurst, Programs & Policy Director

Veena Tabbutt, Deputy Director

Burlina Montgomery, Administrative Assistant

Paul Brewster, Senior Planner

##### Others Present:

Chris Hawkins, Thurston County Public Health & Social Services

Rob LaFontaine, Intercity Transit

Sophie Stimson, City of Olympia

Scott Davis, Thurston County Public Works

**Agenda Item 1**  
INFORMATION

**Introductions/Announcements/Updates**

All present provided self-introductions.

**Agenda Item 2**  
ACTION

**Approval of Agenda**

***Board member Sackrison moved, seconded by Board member Melnick, to approve the agenda. Motion carried unanimously.***

**Agenda Item 3**  
ACTION

**Approval of Meeting Notes from December 12, 2018**

***Board member DeForest moved, seconded by Board member Melnick, to approve the Meeting notes from December 12, 2018. Motion carried unanimously.***

**Agenda Item 4**

**Public Comment**

There were no public comments.

**Agenda Item 5**  
PRESENTATION

**City of Lacey: Pedestrian and Bicycle Plan**

Ryan Andrews, City of Lacey, provided highlights of the City of Lacey's Pedestrian & Bicycle Plan. The Lacey City Council adopted the plan in October 2018.

**Agenda Item 6**  
ACTION

**Business and Citizen Representatives**

Chair Ryder provided an overview of the Business and Citizen Representatives Subcommittee's recommendations to create a new section in the Bylaws: Emeritus Business or Citizen representatives. The new section would allow the Chair to consider designating emeritus status to a person who has served as a business or citizen representative on the Board for at least ten consecutive years.

The subcommittee proposed that the emeritus business or citizen representative may serve for a term of no longer than one year and will have voting rights. At the end of the one-year term, at the request of the Chair, the Board may consider reappointing the emeritus business or citizen representative to a second term with a non-voting status.

Members of the Board discussed having the emeritus business or citizen representative have voting rights longer than the first year. After discussion, the proposed language was amended to "If appointed, the emeritus business or citizen representative may serve for a term of no longer than two years, and will have all the rights, privileges, and authorities exercised by any member of the Board. At the end of an initial two-year term, at the request of the Chair, the Board may consider reappointing the emeritus business or citizen representative to subsequent one-year terms in a non-voting capacity".

***Board member Kmet moved, seconded by Board member Melnick, to approve the language with the amendment to provide for the first term to be a two-year term with voting privileges and thereafter may be a one-year renewal with non-voting privileges. Motion carried.***

The subcommittee also recommended an amendment to Section III of the Bylaws: Appointment of Business and Citizen Representatives.

Currently, the Bylaws state that the term of a business or citizen representative who is serving as an officer of the Board shall coincide with the term of office. For example, if a business representative's term is scheduled to end in July, but s/he is serving as Chair or Vice-Chair, her/his term shall be extended to January of the next calendar year. The subcommittee recommends that the language "to January of the next full calendar year" change to "until the Board holds its next annual elections". The amendment is suggested due to the Board holding its elections in February.

***Board member Gilman moved, seconded by Board member Kmet, to approve the amendment to Section III: Appointment of Business or Citizen Representation to change the wording to "until the Board holds its next annual elections". Motion carried unanimously.***

**Agenda Item 7**  
ACTION

**2019 Meeting Schedule**

Programs & Policy Director Karen Parkhurst presented the proposed 2019 meeting calendar for approval by the Board.

***Board member Sackrison moved, seconded by Board member Melnick, to approve the meeting schedule. Motion carried.***

**Agenda Item 8**  
INFORMATION

**Preparation for 2019 Election of Officers**

Programs & Policy Director Karen Parkhurst noted that TPB will hold an election of officers at the February meeting. Ms. Parkhurst reported that Chair Ryder and Vice Chair Sackrison expressed interest in continuing to serve.

**Agenda Item 9**  
BRIEFING

**2019 State Legislative Priorities – Addition**

Programs & Policy Director Karen Parkhurst provide an update on legislative priorities.

**Agenda Item 10**  
PRESENTATION

**I-5 Update**

Executive Director Marc Daily provided an update I-5 and the last Technical Advisory Group meeting. The next I-5 Executive meeting will be held on January 29, 2019, from 10 a.m. – 12:00 p.m. at TRPC.

**Agenda Item 11**  
BRIEFING

**Outside Committee Report**

Board member DeForest provided an update on the last Puget Sound Regional Council Transportation Policy Board meeting.

**Adjournment**

There being no further business, Chair Ryder adjourned the meeting at 8:26 a.m.

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Andy Ryder, Chair

*Minutes prepared by Burlina Montgomery, Administrative Assistant  
Thurston Regional Planning Council*

These minutes are not verbatim. A recording of this meeting is available upon request.



**MEMBERS:**

- City of Lacey
- City of Olympia
- City of Rainier
- City of Tenino
- City of Tumwater
- City of Yelm
- Confederated Tribes of the Chehalis Reservation
- Nisqually Indian Tribe
- Town of Bucoda
- Thurston County
- North Thurston Public Schools
- Olympia School District
- Tumwater School District
- Intercity Transit
- LOTT Clean Water Alliance
- Port of Olympia
- PUD No. 1 of Thurston County

**ASSOCIATE MEMBERS:**

- Lacey Fire District #3
- Puget Sound Regional Council
- The Evergreen State College
- Thurston Economic Development Council
- Timberland Regional Library

**MEMORANDUM**

**TO:** Transportation Policy Board

**FROM:** Karen M. Parkhurst, Planning & Policy Director

**DATE:** February 6, 2019

**SUBJECT:** 2019 Election of Officers

**PURPOSE:**

To elect Chair and Vice-Chair for 2019.

**Summary:**

- TPB Bylaws provide for the annual election of officers – Chair and Vice-chair – at the February meeting. All voting members are eligible to serve as officers. The Bylaws do not set forth term limits, nor require written nominations.
- The Chair presides at all meetings, coordinates with TRPC staff to set agendas and other business of the Board, calls special meetings, sets meeting time and place in consultation with the membership, and establishes committees as needed, and represents TPB before other groups. The Vice-Chair assumes those duties in the Chair’s absence.
- Chair Ryder and Vice-Chair Sackrison have expressed their willingness to continue to serve in their current positions.
- The Board will take nominations from the floor and vote for Chair and Vice-Chair.

**REQUESTED ACTION**  
Elect 2019 officers.

71:bm



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Executive Director

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**MEMORANDUM**

**TO:** Transportation Policy Board

**FROM:** Karen M. Parkhurst, Planning & Policy Director

**DATE:** February 6, 2019

**SUBJECT:** Election of Emeritus Business Representative and Business Representative Recruitment Process

**PURPOSE:**

To consider appointing Doug DeForest as a Business Representative Emeritus and directing staff to begin a recruitment process to fill a vacant Business Representative Position.

**Summary:**

- The TPB Bylaws allow for the appointment of up to three business representatives and two citizen representatives and set forth terms and a process for recruitment and appointment. All TPB members are voting members.
- Based on Bylaw changes adopted at its January 9, 2019, meeting, the Board will consider appointing Doug DeForest to a Business Representative Emeritus position.
- This action will leave a vacant Business Representative Position. The Board may direct staff to begin a recruitment process as outlined in the Bylaws.

**REQUESTED ACTION**

Consider action to 1) appoint Doug DeForest as a Business Representative Emeritus, and 2) direct staff to begin the recruitment process to fill the resulting vacancy.

71:bm



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**MEMORANDUM**

**TO:** Transportation Policy Board

**FROM:** Karen M. Parkhurst, Planning & Policy Director  
Bill Elliott, WSDOT Project Engineer

**DATE:** February 6, 2019

**SUBJECT:** WSDOT Update - State Route (SR) 510 - Yelm Loop – New Alignment Phase 2

**PURPOSE:**

To update the Board on this important regional project.

**Summary:**

- At the January Board meeting, Yelm member Tracey Wood asked that the Washington State Department of Transportation (WSDOT) provide an overview of the SR 510 Yelm Loop project, noting that WSDOT had recently presented an update in Yelm.
- Like many communities, SR 510 is also Yelm’s main street. Travelers on the two-lane highway often experience congestion during commute times and the summer travel season. This level of regional travel congestion can also chill economic vitality and compromise emergency response.
- This ongoing WSDOT, Yelm, Thurston County project, funded by the Connecting Washington transportation package will help reduce congestion through Yelm’s business core, improve safety, and provide a new route for bicyclists and pedestrians.

**REQUESTED ACTION**  
Information and Discussion.

71:bm



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**MEMORANDUM**

TO: Transportation Policy Board

FROM: Paul Brewster, Senior Planner

DATE: February 6, 2019

SUBJECT: Federal Funds Reprogramming and STIP Amendment

**PURPOSE**

To review and forward a funding recommendation to the Council to reprogram \$657,000 federal Surface Transportation Block Grant (STBG) funds from the Tumwater *Old Hwy 99/79<sup>th</sup> Avenue Roundabout Project* to two separate projects: \$389,250 to the *Old Hwy 99 Corridor Study*; and \$267,750 to the *Citywide NHS Resurfacing Project*.

**Summary:**

- TRPC, as the Metropolitan Planning Organization for the Thurston Region, has authority for selecting and programming priority transportation projects funded by several federal transportation grant programs.
- In August 2018 TRPC awarded \$657,000 federal STBG grant funds to the *Tumwater Old Hwy 99/79<sup>th</sup> Avenue Roundabout Project*. The project included both design and right-of-way phases.
- Mazama Pocket Gopher habitat surrounds the project site and a delay in the National Environmental Protection Act project review process prevents the original project scope from proceeding as planned.
- To overcome the challenge and maintain the city's obligation commitments, the city requests TRPC reprogram \$389,250 to a new project, the *Old Hwy 99 Corridor Study*.
- In addition, Tumwater requests TRPC reprogram \$267,750 to an existing project, the *Citywide NHS Resurfacing Project*.
- TRPC staff will present the details of these requests to the TPB on February 13.
- Staff recommends the TPB forward a funding recommendation to the Council and approve the necessary Regional Transportation Improvement Program Amendment.
- The Council will receive its first reading on March 1 and is expected to take action on April 5<sup>th</sup>.

**REQUESTED ACTION**

Forward a funding recommendation to the Council to approve Tumwater's request to reprogram \$657,000 federal Surface Transportation Block Grant (STBG) funds from the Tumwater *Old Hwy 99/79<sup>th</sup> Avenue Roundabout Project* as follows: \$389,250 to the *Old Hwy 99 Corridor Study*; and \$267,750 to the *Citywide NHS Resurfacing Project*. In addition, recommend TRPC approve the associated RTIP amendments

73:bm



## BACKGROUND

### **Old Hwy 99 Corridor Study Federal Funding Reprogramming Request**

In August 2018 TRPC awarded Tumwater \$657,000 federal Surface Transportation Block Grant funds to the *Old Hwy 99/79<sup>th</sup> Avenue Roundabout Project*. The award required Tumwater to obligate the project's design phase (\$346,000 STP) in 2020 and the right-of-way phase (\$311,000 STP) in 2022. At present, it is impractical for Tumwater to proceed with the roundabout project due to a prolonged delay in the environmental permitting process. The U.S. Fish and Wildlife Service review process for Mazama Pocket Gopher considerations is expected to take three to five times the length that was originally expected for the project.

To maintain momentum on improving mobility and safety on Old Hwy 99 and fulfill the city's obligation schedule, Tumwater is shifting its direction to perform a study on Old Hwy 99 from 73<sup>rd</sup> Avenue to 93<sup>rd</sup> Ave (southern limits of the urban growth boundary). This new *Old Hwy 99 Corridor Study* will replace the roundabout project. The study will produce a corridor plan to include traffic modeling, pre-NEPA/SEPA activities, and preliminary design as necessary to determine alignment, cross sections, intersection control, right-of-way needs and project cost estimates. Tumwater requests TRPC reprogram \$389,250 STBG funds from the *Old Hwy 99/79<sup>th</sup> Avenue Roundabout Project* to accomplish this effort. This request includes a \$60,750 local match. If approved, the city plans to obligate all the reprogrammed Old Hwy 99 Corridor Study funds in late spring/summer of 2019.

### **Citywide NHS Resurfacing Project Federal Funding Reprogramming Requests**

During TRPC's 2018 Call for Projects Process, Tumwater submitted a *Citywide Pavement Resurfacing and Rehabilitation Project* as a backup proposal, knowing the NEPA review process for the *Old Hwy 99/79<sup>th</sup> Avenue Roundabout Project* could experience a prolonged delay. TRPC approved the backup proposal. On August 16, Tumwater received a \$2,427,000 federal National Highway System (NHS) Asset Management Program grant from the Federal Highway Administration for the pavement resurfacing and rehabilitation project. This project is currently programmed in the State Transportation Improvement Program (STIP) as the *Citywide NHS Resurfacing Project* with \$1,077,250 local funds.

To fulfill the city's obligation commitment on the remaining STBG funds, Tumwater requests TRPC reprogram \$267,750 STBG from the *Old Hwy 99/79<sup>th</sup> Avenue Roundabout Project* to the *Citywide NHS Resurfacing Project*. Several NHS routes throughout the city require some level of rehabilitation. The additional STBG funding will augment the *Citywide NHS Resurfacing Project*. This project will address the following NHS routes:

- Tumwater Blvd (Interstate 5 to Capitol Blvd/Old Hwy 99) and Capitol Blvd south segment (Israel Rd to X St) – pavement repair, pre-level, crack seal and resurfacing.
- Capitol Blvd south segment (Israel Rd to X St) – pavement repair, pre-level, crack seal and resurfacing.
- Capitol Blvd north segment (Capitol Blvd Bridge to Carlyon/Sunset) – planing, selective concrete panel repair, overlay with fiber-reinforced asphalt, upgrade curb ramps and replace curb and gutter where required, and relocate, upgrade or add pedestrian signals.
- Old Hwy 99 (Henderson Blvd to Tumwater Blvd) – pavement repair, pre-level and fiber-reinforced asphalt overlay.

The *Citywide NHS Resurfacing Project* is currently in the design phase with construction slated to start early Summer 2020. This request includes \$41,787 local match. If approved by TRPC, the reallocated STBG funds will be applied to the construction phase which will obligate no later than August 2020, as this is a requirement of the larger share of federal grant funds already awarded.

**Steps to Reprogram this Regional Federal Transportation Program Grant**

For this funding request to occur, several steps must be accomplished:

1. The Transportation Policy Board (TPB) will review Tumwater's request and forward a funding recommendation to the Council on February 13, 2019.
2. If approved, reprogramming the federal funds will require two amendments to the 2019-2022 Regional Transportation Improvement Program (RTIP). The TPB approves RTIP amendments, but staff recommends that in this case, the RTIP amendments be approved by the Council along with the federal fund reprogramming on April 5, 2019, pending the TPB's recommendation. Staff expect that the RTIP amendment would then be processed by April 19, 2019.
3. TRPC staff will solicit public comments on this grant reprogramming request and the concurrent RTIP amendment from February 13 – 27, 2019. All public comments received will be shared with the TPB and the Council.
4. If approved by the Council, the TRPC Executive Director will issue award letters to the City of Tumwater for the Old Hwy 99 Corridor Study and the Citywide NHS Resurfacing Project.

STAFF RECOMMENDATION

TRPC will brief the TPB and Tumwater staff will be available to answer questions. The Council is expected to take action via the April 5, 2019, TRPC Consent Calendar.

Staff recommends the TPB approve a recommendation to the Council to:

Reprogram \$657,000 federal Surface Transportation Block Grant funds from the Tumwater Old Hwy 99/79<sup>th</sup> Avenue Roundabout Project as follows: \$389,250 to the *Old Hwy 99 Corridor Study*; and \$267,750 to the *Citywide NHS Resurfacing Project*.



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**MEMORANDUM**

**TO:** Transportation Policy Board

**FROM:** Karen M. Parkhurst, Planning & Policy Director

**DATE:** February 6, 2019

**SUBJECT:** 2019 Policy Board Retreat

**PURPOSE:**

To discuss scheduling and agenda for a fall 2019 TPB retreat and possibly consider appointing a subcommittee for planning purposes.

**Summary:**

- Several years ago, the Board held its first Retreat. This activity informed the Regional Transportation Plan, the TRPC Work Program, TPB agendas, helped the Board better understand their role in Council priorities, and provided an opportunity to think longer term on possible future Board activities and actions.
- The Regional Council will meet in Retreat this year – likely in July. The Board will discuss topics, agenda, and activities for a Board retreat in fall 2019.
- The Chair may create a subcommittee for Retreat planning.

**REQUESTED ACTION**

Discussion and Possible Action for the Chair to appoint a Retreat Planning subcommittee.

71:bm



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**MEMORANDUM**

**TO:** Transportation Policy Board

**FROM:** Karen M. Parkhurst, Planning & Policy Director

**DATE:** February 6, 2019

**SUBJECT:** 2019 Legislative Session

**PURPOSE:**

To update the Board on issues before the 2019 State Legislature.

**Summary:**

- Each year, the Regional Council creates a concise list of regional priorities to bring to our 2<sup>nd</sup>, 20<sup>th</sup>, 22<sup>nd</sup>, and 35<sup>th</sup> district State Legislative delegation and other members of the Legislature. As issues arise, either in the region, or at the legislative level, you may consider modifying that list.
- In January the Council and the Transportation Policy Board agreed to add support for two items in the Governor’s Transportation Budget: A Puget Sound Ferry Study and additional funding for Regional Transportation Planning Organizations.
- Staff will provide an update on transportation legislation and other relevant activities.

**REQUESTED ACTION**  
Information and Discussion.

71:bm



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