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MINUTES

MEETING: Regular Transportation Commission Meeting

TIME: Wednesday, April 19, 2017, 5:30 p.m.

PLACE: 9th Floor Visibility Center, Tacoma Municipal Building  
747 Market Street, Tacoma, WA 98402

**1. Call to Order**

Co-Chair Leighton called the meeting to order at 5:33 p.m.

CM Hyman had asked to be excused.

All other Commission members were present except Co-Chair Moore who had said she might call in. Later in the meeting Co-Chair Moore was excused. The request was moved and seconded.

**2. Roll Call/Introductions**

Co-Chair Leighton moved to excuse CM Hyman. Later in the meeting Co-Chair Moore was also excused.

Moved and seconded. Voice vote was taken and carried.

The motion was adopted.

**3. Approval of Minutes (February 15, 2017 & March 15, 2017)**

Staff comments – Josh clarified a few comments made in his March presentation.

These changes were noted for the minutes, voted on and approved.

**4. Public Comment for Items on the Agenda**

No Public Comment.

**5. Business Items**

**a. *Prairie Line Trail – S. 21<sup>st</sup> Street Crossing follow-up (Josh Diekmann)***

Follow up to last meeting. Josh said he presented to BPTAG and that they were pleased to hear about the HAWK and that it had been designed in supplement to the double median road diet option. They were somewhat reluctant to spend additional design resources for the study because the money could be used elsewhere.

Met with UW Tacoma and 7 Seas Brewery (not able to meet with Holiday Inn or any of the other property owners in the area)- both are in support of the grade separation as a long term solution, but did not indicate a financial commitment to fund the study.



To clarify the cost of the study – previously indicated it would cost about \$100K, but if we added some of the community involvement and took it to about 30% design level (this would allow for better cost estimates) it would be more in the neighborhood of \$200K.

One of the things we would like to do is move forward with spending the approximately \$200K to further evaluate the conceptual design alternatives for that grade separation.

Question: Where will the \$200K come from?

Answer: Not sure yet, but understand that the Transp. Commission was not in favor of having the bulk of the funds come from the Active Transportation side, but it has not been discussed yet.

Question: Since this is a long term solution what will be done in the interim?

Answer: The interim right now is still the HAWK until we identify the funding mechanism for the grade separation.

Question: Will the HAWK happen regardless? Answer: If we are successful in getting grant funding in the interim then we would proceed with the HAWK.

Question: How much would the HAWK cost?

Answer: It's almost the same cost as a signal - in the neighborhood of \$300K but Josh would have to review the estimates.

PW Director Kingsolver said that the reason why this is a bit pressing is because we don't have the southerly portion of Prairie Line Trail funded – just have design. So if we could get this off the ground soon enough and get an idea of what the project would look like soon enough then we could tie the two together when we apply for funding.

Co-chair Leighton also added that it is good to have some design done when you apply for grants.

CM Strobel agreed that getting some design done would help the project score well for grants from PSRC or elsewhere.

Question: The 6 acre site is supposed to start construction soon. What exactly is the developer going to be charged with fixing at 21<sup>st</sup> and Jefferson? How much of this can be tied together since this will be a major development which will bring much more mobility to the corridor and how much will the developer have to improve?

Answer: The Town Centre project which is the 6.4 acre project bounded by 21<sup>st</sup>, 23<sup>rd</sup>, Jefferson and Tacoma has to do improvements on the streets as well as building the bike boulevard. On 21st the City has already submitted a grant from Fawcett & 21<sup>st</sup> to 19<sup>th</sup> (northerly block of the bike blvd.).

Answer-cont'd: Anticipate being successful in receiving a grant for 21<sup>st</sup> from Jefferson to Tacoma – add HAWK at Fawcett and signal at Tacoma. The developer will be making contributions to that project.

So the answer is that the developer probably would not want to chip in for this project.

CM Strobel agreed that it's good to do the design study without having it slow down a short term solution. If there is that caveat he thinks it's a good idea.

Jennifer said that as part of the 4<sup>th</sup> Agenda item– there is a breakdown of projects in the Active Transp. Fund and the potential cost of the study has been added to that breakdown.

Question: How quickly do you think you could get this on a grant schedule to get the study funded?

Answer: Probably not till next Spring when there will be another round of Grant requests.

Co-Chair Leighton reiterated that he did not think the study should be solely funded by the Active Transp. Fund. So when we get to that Agenda item it needs to be discussed.

**b. *Curb ramp App (Sean Antonson, Brad Buck & Mark Henry)***

Jennifer did a precursor on the presentation and there was a handout provided. She said that the App be introduced to the Committee because the sidewalk inventory mapping that the committee agreed to fund as part of Street Fund Initiative, Street Ops agreed to pay the \$150K which freed up the money as you can see from the funding breakdown sheet. The idea would be to ask for a recommendation to use the sidewalk inventory money to do a curb ramp inventory instead.

Goal is to provide access to all citizens in Tacoma. In addition, the App helps City meet federal requirements for ADA self-evaluation and transition plan. The goal of the plan is to transition to full compliance and this App will help with the process. Also knowing where and what we have in curb ramps will assist when applying for grants and can be shared with other agencies. The App was developed by staff in house. To date 5,000 corners have been collected throughout the City and there are approximately 55,000 more corners to collect.

A demonstration of the App was provided by Sean. At this time the information is not accessible to the general public.

The App would probably not be crowd sourced – more effective to do the work in house.

PW Director Kingsolver said he has had conversations with Pierce Transit about a shuttle service and how much it costs to run. The idea ultimately is to get all this information and if someone wanted to get to a bus stop this would work in a similar fashion to Waze to show you the best access to your route. It could also be

a helpful tool for Safe Routes to School.

Question: CM Strobel asked of the 55,000 how are they being prioritized?

Answer: Started by going to all the schools, hospitals, business districts, transit, etc. Also while they are on site working on a project and have the opportunity to add curb ramp data for that location, they will collect the data.

The list is not prioritized yet in any other way since there is no funding for the program yet. The money will fund about half of what is left to do (20-25,000 corners).

CM Thurlow commented that this might be good to expose to some of the Neighborhood Councils – possibly in time they could pick up other priorities and pass them on since they are in touch with community members.

Question: How does this tie in to evaluating the sidewalks in the area.

Answer: There is still work to be done on that but we don't have that data yet. At this time we have an inventory but no details yet about the status of the sidewalks.

Co-Chair Leighton commented that the way Pierce Transit handles their ADA accessibility is if a person can get access to the bus they will take the bus, so fixing the sidewalks and path of travel will allow more people to make use of the bus which is the cheaper and more efficient way to deliver.

The request for the Commission is whether or not we want to trade out the \$150K for this App. Co-chair Leighton asked whether or not this will be to expand it for internal use or would it be for public use?

Answer: Long term goal would be for the public to have access – possibly via a website – but it will take some time to populate the information.

It was clarified that the \$150K would be for staff time to complete about 20-25,000 more curbs.

Question: Was an intern part of this equation and was the funding for 2017 or the biennium? Also, how will this information be married with the sidewalk information?

Answer: An intern is a possibility but not determined yet; the funding is for 2017. Jennifer responded that we would be able to create another layer in DART with this information. Once the sidewalk inventory is complete it would be added as another layer on DART.

The Commission will vote on this as well as the funding for the study at the same time under 4.d.

***c. Pierce Transit Franchise Agreement (Jennifer Hines, Jennifer Kammerzell & Kurtis Kingsolver)***

Jennifer explained that the purpose of the presentation was to answer three

questions from the Commission. To provide more information about the Franchise Agreement and revenues, status of stops that Pierce Transit has requested, more info on ADA and access to stops.

Jennifer Hines said that the Agreement was completed in July 2016. The new agreement is divided into sections – General Right of Use for Transit to be in the Right of Way, the Franchise rights for the advertising shelters –(there are about 24 within City limits currently), Const. & Maint. of Facilities, and Accessibility Improvements.

Pierce Transit and the City will each receive 10% of the gross revenues for management; the remaining 80% would come to City for ROW improvements with emphasis on ADA improvements near bus zones.

There are 2 buckets of money received so far. First was a settlement for back payment about \$220K for backdated years. With those funds improvements were made adjacent to People's Community Center.

The second bucket was the new funds under this Agreement – to date approx. \$152K. Potentially to be used for new service changes that have come in with new stops that were requested.

Question: What intersections around the People's Community Center were the funds used for?

Answer: We reached out to Monica to see if there was anything along that corridor that they would like the money spent on.

Question: How does the Agreement tie in to the bus stop process?

Answer: The Franchise Agreement talks about how to change and add new stops. An evaluation is done when the new stop is added and a list of the City's recommendations is created as a reference point. Kurtis elaborated that if the City cannot make it compliant then the stop goes on hold. Transit will not be required to make those improvements. The City would make those improvements as funding is available.

Conversation ensued between Co-Chair Leighton and PW Director Kurtis Kingsolver regarding the concern about DOJ.

CM Strobel asked if we also have an agreement with Sound Transit in place.

Answer: We have a right of use agreement in place with them.

Co-chair Leighton requested an example of a City that was fined by DOJ due to the bus stops not being ADA accessible.

CM Strobel asked if there are delays to certain routes due to them not being complaint yet. The response was that there are a few – i.e. 28<sup>th</sup> & Pearl.

Co-chair Leighton said that Route 28 is a good example. Pierce Transit wants to use 11<sup>th</sup>, but it has been denied by the City because that route would not be ADA

compliant.

More conversation ensued between the group regarding where responsibility lies.

Jennifer will send out the Franchise Agreement to everyone by e-mail.

Co-chair Leighton would like to know how the money will be spent over time. Staff committed to providing updates on the Franchise Agreement and reporting on the projects related to the shelter revenues.

***d. Street Fund Initiative Arterial/Freight & Active Transportation Projects (Jennifer Kammerzell)***

The updated spreadsheet was included in the packet for reference.

Arterial and Freight – The black are the projects that we are going to do. The others are possible future projects. Many of these projects are already in the 6 yr. program. Jennifer provided further detail for each of the listed projects.

Jennifer was asking for approval from the Commission to continue pursuing potential grants for the projects listed. She explained that that the TMP Tie-In column was added, consistent with previous Street Fund reviews.

Question: What does the asterisk mean in the Funds Leveraged column? Does it mean that funding is complete or you are still looking for additional funds?  
Answer: Jennifer will clarify that column a bit more and update the status of each, e.g. design only, construction, etc.

The Commission voted to approve this section. It was approved.

Active Transportation Projects – The black are the projects that the City is planning on doing and the Commission previously approved. The projects/programs in red are possible future projects. Many of these projects are already in the 6 yr. program. Jennifer provided further detail for each of the listed projects.

The Commission asked for additional information regarding the ADA Accessibility Transition Plan and what it would fund. Jennifer will provide an update at a later date. In order to balance the fund for 2017, the Commission proposed reducing the Prairie Line Trail, S 21<sup>st</sup> St Crossing to \$135K and proposed having the remaining needed funds allocated from the Arterial and Freight fund. The Commission proposed to reallocate funds for Sidewalks – Inventory Mapping to Curb Ramp Assessment, as presented previously.

The Commission voted to approve this section which included modifications to the Prairie Line Trail, S 21<sup>st</sup> St Crossing and Sidewalks Inventory Mapping as described above. It was approved.

**6. Other Business/Updates**

**a. *Parking Technical Advisory Group (PTAG)***

No update provided.

**b. *Bicycle Pedestrian Technical Advisory Group (BPTAG)***

Jennifer provided an update – Josh Diekmann presented the information about the Prairie Line Trail grade separation study, which the group supported the interim HAWK signal and recommended waiting on the study, so that funds could be used elsewhere and the HAWK could be further evaluated once in use. They reviewed the S 38<sup>th</sup> Street and SR7 corridor for pedestrian and bicycle safety.

**c. *Planning Commission Agenda***

The meeting tonight included an update on the Historic Preservation Program, NE Tacoma Buffer Zone, VSD Height Measurement, and Vehicle Service and Repair Development Standards.

**d. *Commission Comments***

CM Thurlow attended the WSDOT Open House on the 167 completion –lots of turnout and concerns voiced on the impact of construction. Nothing planned for Alexander Ave. yet which he feels may create a problem.

CM Nyland attended the SRTS final meeting and said there was discussion about hiring a SRTS coordinator. The coordinator potentially could be half funded and reporting to City and half to the School district. A lot of things in motion but seems positive.

Co-chair Leighton has been engaging with Reid on Streets Initiative Report – last time there was a presentation the Commission felt it needed more detail. At this time Justin is not willing to sign the report until some details are ironed out and added to the report. The report is going before IPS in May.

**7. Staff Reports**

**a. *Responses to Commission Inquiries***

The Annual Report on the Street Fund Initiative will be presented to the Commission at the next meeting.

**b. *Status of Grant Applications & Major Capital Projects***

No additional comments.

**c. *Upcoming Public Meetings & Events***

May 8<sup>th</sup> is the fourth planning development forum committee meeting at First Creek Middle School.

**8. Public Comment**

Kit Burns provided comments on LED street lighting.

Josh Jorgenson provided comment on behalf of the Sustainable Tacoma Commission.

The meeting was adjourned at 7:30 p.m.