

Transportation Benefit District Executive Committee

Douglas G. Richardson, Chair
Connie Ladenburg, Vice Chair
Dan Roach, Member

Acting Clerk: Linda Medley, (253) 798-3647

AGENDA

Meeting Date: June 6, 2017

Time: 9:30 a.m.

Place: Pierce County Council Chambers
930 Tacoma Avenue South, **Room 1045**, Tacoma, WA

Agenda Items:

1. Call to Order
2. Roll Call
3. Approval of Agenda for June 6, 2017
4. Approval of Minutes: April 4, 2017
5. Public Comment
6. Discussion: District Operating Rules – Executive Committee Contract Approval Thresholds (Hugh Taylor)
7. Discussion: Transportation Advisory Commission (TAC) Update (Toby Rickman and Jesse Hamashima)
8. Adjournment

The Board encourages public participation. You may also provide written comments at any time up to final adoption of a proposal.

MINUTES
PIERCE COUNTY TRANSPORTATION BENEFIT DISTRICT
EXECUTIVE COMMITTEE
April 4, 2017

Minutes of the Pierce County Transportation Benefit District Executive Committee are not verbatim; however, audio recordings are available upon request.

1. Call to Order

The Pierce County Transportation Benefit District Executive Committee meeting was called to order at 9:38 a.m. by Chair Richardson.

2. Roll Call

Executive Committee Members present: Dan Roach and Doug Richardson, Chair (Connie Ladenburg was excused).

Also Present: Pam Roach.

Staff present: Tammi Lewis, Roach's Assistant; Linda Medley, Meeting Clerk; and Hugh Taylor, Senior Research Analyst.

Others present: Erin Babbo, Communications Specialist; Jinelle Casten, Planning and Public Works Department; Rory Grindley, Planning and Public Works Department; Jesse Hamashima, Planning and Public Works Department; Rod Kaseguma, Inslee, Best, Doezie & Ryder, P.S.; and Brian Stacy, Planning and Public Works Department.

3. Approval of Agenda

Without objection from Committee members, Richardson moved approval of the Meeting Agenda as presented.

4. Approval of Minutes: January 10, 2017

Without objection from Committee members, Richardson moved approval of the February 7, 2017, Transportation Benefit District Executive Committee meeting minutes.

5. Public Comment

There was none.

6. Resolution No. 2017-1 (Recommendation)

The Clerk read the title into the record.

Kaseguma noted the Resolution number needs to be changed to 2017-3. Dan Roach noted the "BE IT RESOLVED" portion of the Resolution also needs to be changed to accurately reflect it is a Resolution of the Transportation Benefit District.

Kaseguma provided background information pointing out a new Section F. was drafted (contained in the meeting file as Handout No. 1) as an option to address the concerns raised.

Dan Roach moved to forward Resolution No. 2017-3 to the full Board for approval with the oral changes noted above; motion seconded and passed on a voice vote.

7. Motion: Personal Services Agreement for Legal Services

Kaseguma noted the contract was approved at the February 7, 2017, meeting, therefore, no action is needed today. Richardson noted the Agreement will be before the Board of Governors at their next meeting for approval.

8. Discussion: Approval of Contracts

Kaseguma referred to the operating rules of the District, noting Section 4.C.1. authorizes the Board to establish a dollar limit for the approval of contracts for goods and services. He pointed out the Board has not set any limits at this time, and he outlined the options available. Discussion followed.

Kaseguma noted this item will be addressed at the next full Board meeting proposing an amount consistent to that of the Flood Control Zone District.

9. Discussion: Transportation Advisory Committee (TAC) Update

Stacy provided background information on the purpose of the Transportation Advisory Committee. Discussion followed regarding County staff serving on the TAC.

10. Discussion: Review of Revised Transportation Plan Presentation to Board of Governors

Stacy outlined the changes made as a result of the last Executive Committee meeting, noting this is the document that will be shared with the full Board. A copy is contained in the meeting file as Handout No. 2. Hamashima provided enlarged copies of the maps for illustrative purposes (contained in the meeting file as Handout No. 3).

Pam Roach requested the tribal jurisdictions be included in future maps, as well as the King County portion of State Route 162.

Stacy explained concurrency.

[Young entered 10:30 a.m.]

Discussion followed regarding suggested edits for consideration by the full Board.

11. Adjournment

There being no further business before the Transportation Benefit District Executive Committee, the meeting was adjourned at 10:47 a.m.

Attest:

Linda Medley
Acting Clerk of the Board

Approved:

Douglas G. Richardson, Chair
Transportation Benefit District
Executive Committee

Date Approved

Discussion Item
District Operating Rules – Transportation Benefit District
Executive Committee Contract Approval Thresholds
June 6, 2017

Background: Section 4.C.1. of the District's Operating Rules provide that the Executive Committee may approve contracts for goods and services up to the limits established by the Board of Governors. Currently no such limits have been established by the Board. Both the Board and the Executive Committee discussed the establishment of such limits at their April 18 and April 4, 2017 meetings, respectively, and requested that staff bring forth potential thresholds for further discussion.

In accordance with that direction, staff examined the thresholds established for the Pierce County Flood Control Zone District (FCZD) and found that the FCZD grants its Executive Committee the authority to approve contracts for goods and services up to \$100,000 in total value and also grants the Chair of the Executive Committee of the FCZD the authority to approve smaller contracts (up to \$20,000 in total value) when the contracted goods and services are contained within the FCZD's budget and work program.

For purposes of continued discussion by the Executive Committee, staff has provided language below illustrating potential amendments to Section 4. of the District's operating rules (Resolution No. 2016-1) to establish such limits. The language is modeled after the rules of the FCZD. The potential amendments are shown in highlight and strikethrough below:

"Section 4. Executive Committee.

A. The Executive Committee shall consist of the Chair and Vice-Chair of the Board and one additional member elected by the members of the Board.

B. The Executive Committee member who is neither chair nor vice-chair shall serve at the pleasure of the Board for a term of one year, unless decided otherwise by the Board and until the member's successor is chosen.

C. On behalf of the Board, the Executive Committee may take the following actions and perform the following functions:

1. Approve contracts for goods and services ~~up to the limits established by the Board~~ where the stated charges in the contract or the actual and anticipated charges under the contract (including renewals, extensions and amendments) are or will be up to \$50,000;

2. Review and recommend capital projects to the Board;

3. *Develop and approve staffing and personnel policies related to the administration of the District; and*

4. *Oversee and administer the daily administration of the District.*

The Chair of the Executive Committee may approve contracts for goods and services where the stated charges in the contract or the actual and anticipated charges under the contract (including renewals, extensions, and amendments) are or will be up to \$10,000 and are included in the District's budget and work program. After approval of such a contract, the agenda for the next Executive Committee meeting shall contain an agenda item for the contract and at the meeting, the Chair of the Executive Committee or designee shall give a report regarding the contract.

D. The Chair of the Executive Committee shall preside at Committee meetings and perform such other duties as are commonly associated with that office.

E. The Vice-Chair shall perform the duties of the Chair in the Chair's absence.

F. If any decision of the Executive Committee is not unanimous, the decision shall be forwarded to the Board for final decision at the request of any member who voted against the decision."

Requested Action: This is a discussion item only. No formal action by the Executive Committee is requested at this time. Any amendments to the operating rules would occur through a future resolution of the Board of Governors.

The Pierce County Transportation Advisory Commission

An Update

Toby Rickman, PE, Deputy Director
Department of Planning and Public Works

TobyRickman.co.pierce.wa.us
X3720

This Presentation

Today's Presentation will:

- Review the members and mission of the Transportation Advisory Commission (TAC)
- Summarize the Transportation Advisory Commission's work to date
- Convey their latest input on Traffic Impact Fee (TIF) Projects
- Outline the next TAC topics

The Transportation Advisory Commission

Duties:

The advisory commission shall serve as a forum to discuss a variety of local transportation issues and to provide policy advice on these issues to the governing board of the Transportation Benefit District, the Pierce County Executive, and the Pierce County Council.....

-Pierce County Code 2.103.020

Members of the “TAC”

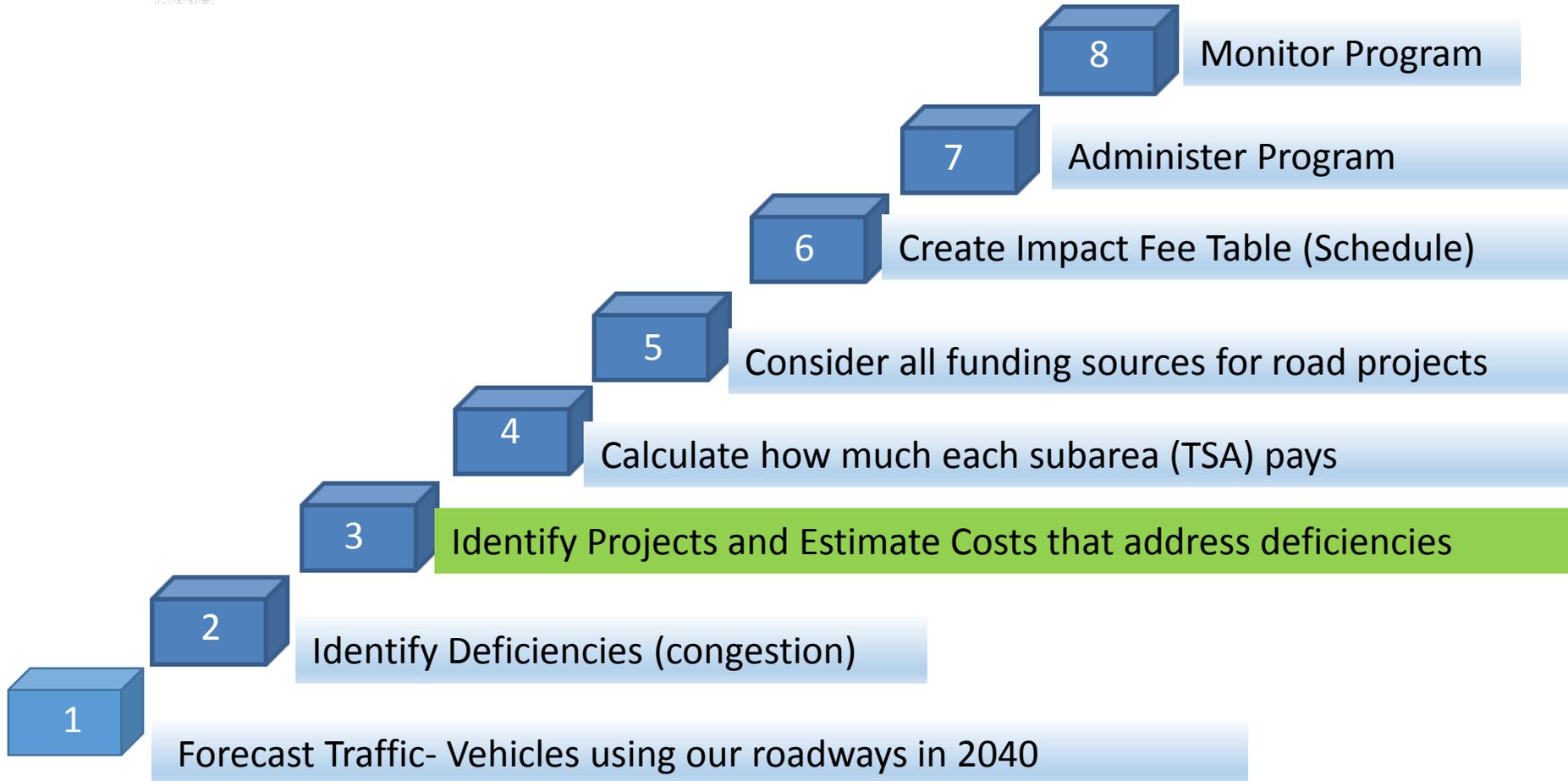
Member	Represents	Term Length	Expires
Deryl McCarty, Chair	Community Groups	2 years	12/31/18
Paul Lubbesmeyer	Community Groups	3 years	12/31/19
Donald Swensen Alt: Ted Ralston	Community Groups	4 years	12/31/20
Scott Jones, Vice Chair	Business	2 years	12/31/18
Jeremiah LaFranca Alt: Kurt Wilson	Business	3 years	12/31/19
Tom Pierson	Business	4 years	12/31/20
Bob Myrick Alt: Liz Kaster	Non-Motorized	4 years	12/31/20
Jason Kennedy Alt: Max Henkle	Transit	3 years	12/31/19
Brian Devereux	School District	2 years	12/31/18
Non-Voting Members			
Dennis Hanberg*	Planning and Land Services		
Hugh Taylor	County Council		
Rob Allen	Economic Development		
Toby Rickman*	Public Works		

*Listing does not reflect the consolidation of the Planning and the Public Works Departments

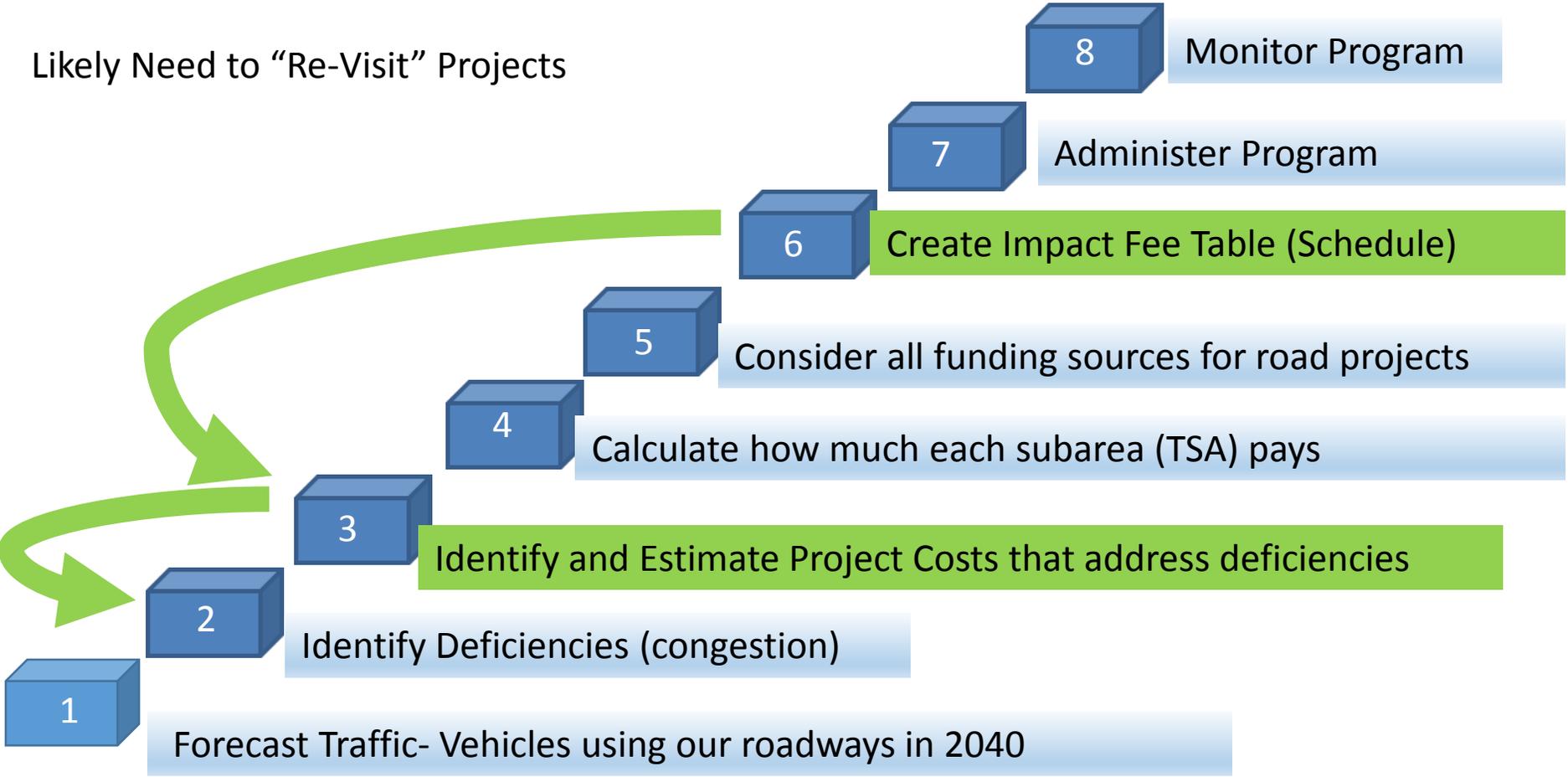
- ✓ January 27, 2017- Covered the TAC Workplan and introduced the process by which transportation projects are delivered
- ✓ February 23, 2017- Conducted Open Public Meeting Act (OPMA) for TAC members and introduced the background and status of the current Traffic Impact Fee Program
- ✓ March 23, 2017- Provided status report on the workplan and ongoing work of the “new” Traffic Impact Fee Program
- ✓ April 27, 2017 - Viewed the Traffic Impact Fee Projects for the revised program
- ✓ May 25, 2017 - Endorsed “first cut” projects for the “new” TIF program

“New” Traffic Impact Fee Workprogram

Prepare Travel
Model

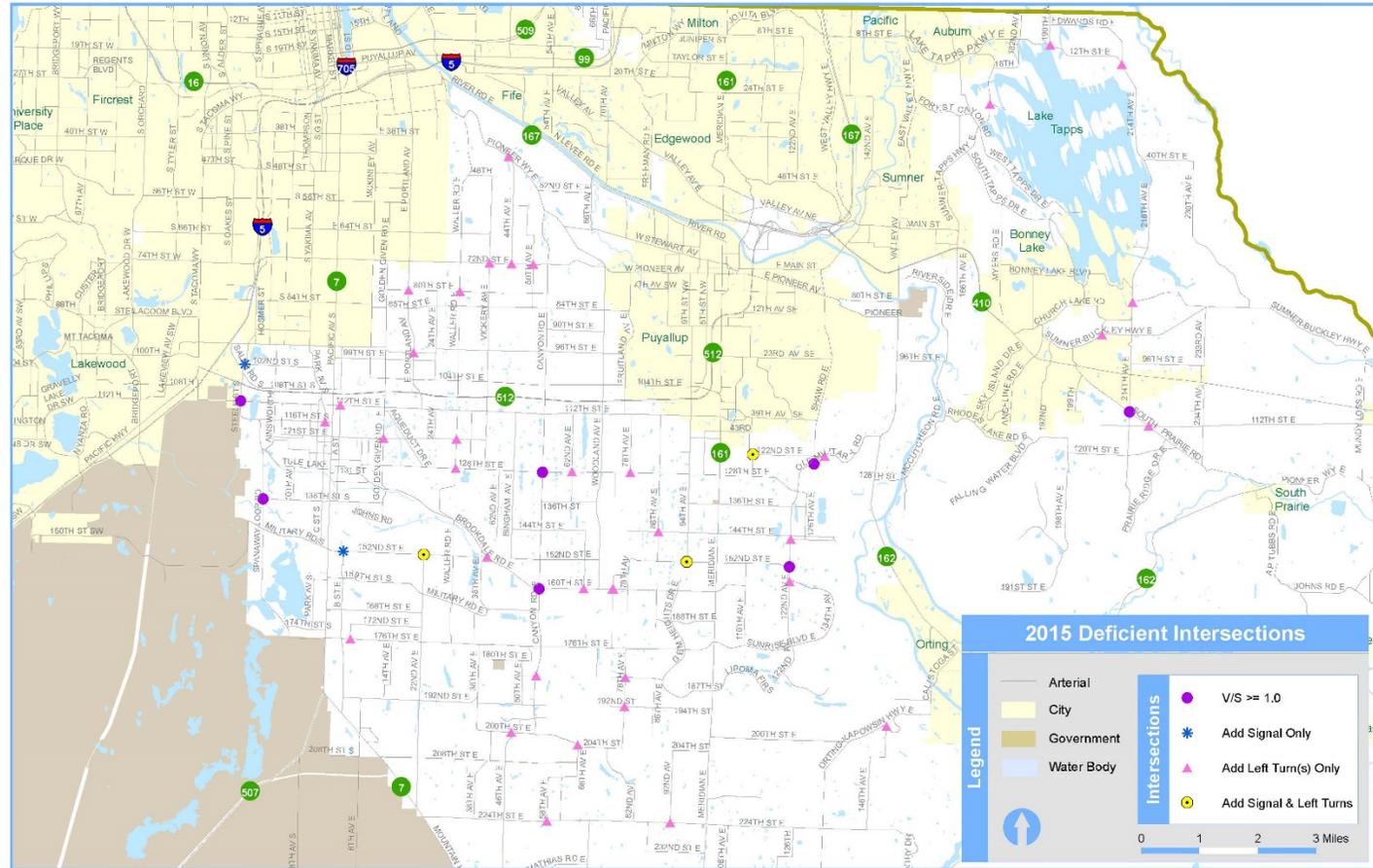


Likely Need to “Re-Visit” Projects



First Actions..... Agreeing to a Starting Point

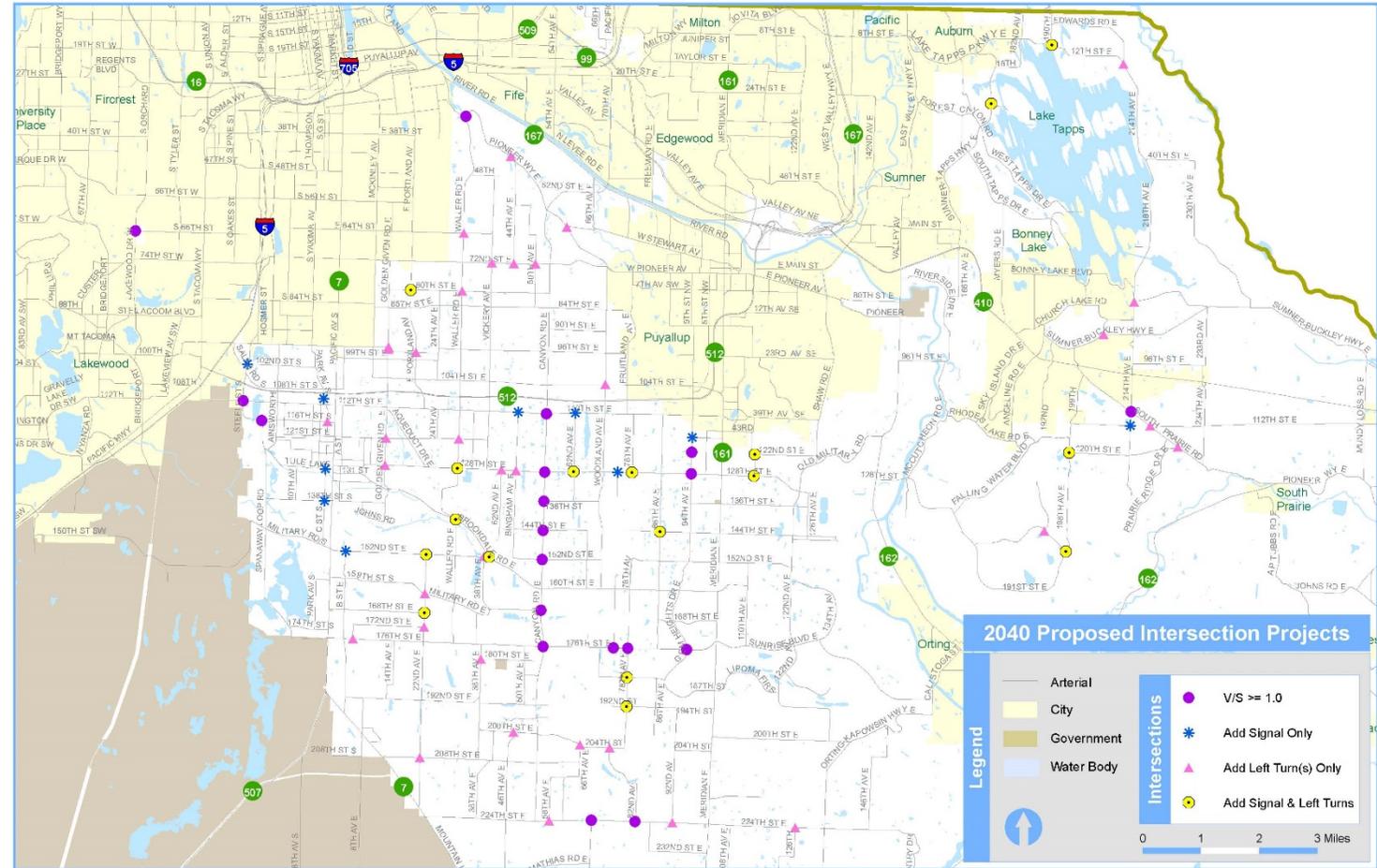
Showned the TAC the
Intersection
Deficiencies (2015):



Date: April 2017

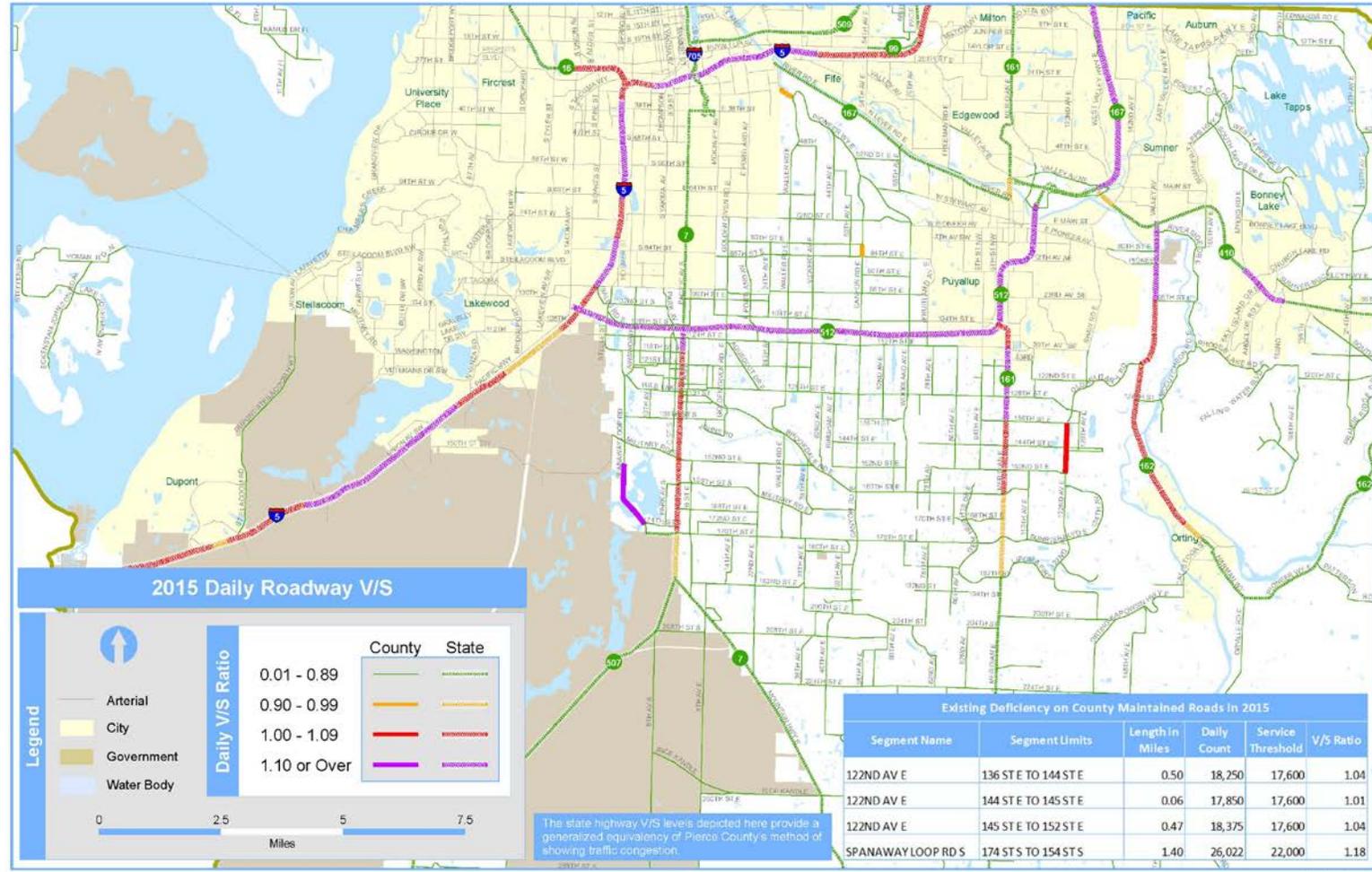
First Actions..... Agreeing to a Starting Point

TAC largely supported the Proposed 2040 Intersection Projects



First Actions..... Agreeing to a Starting Point

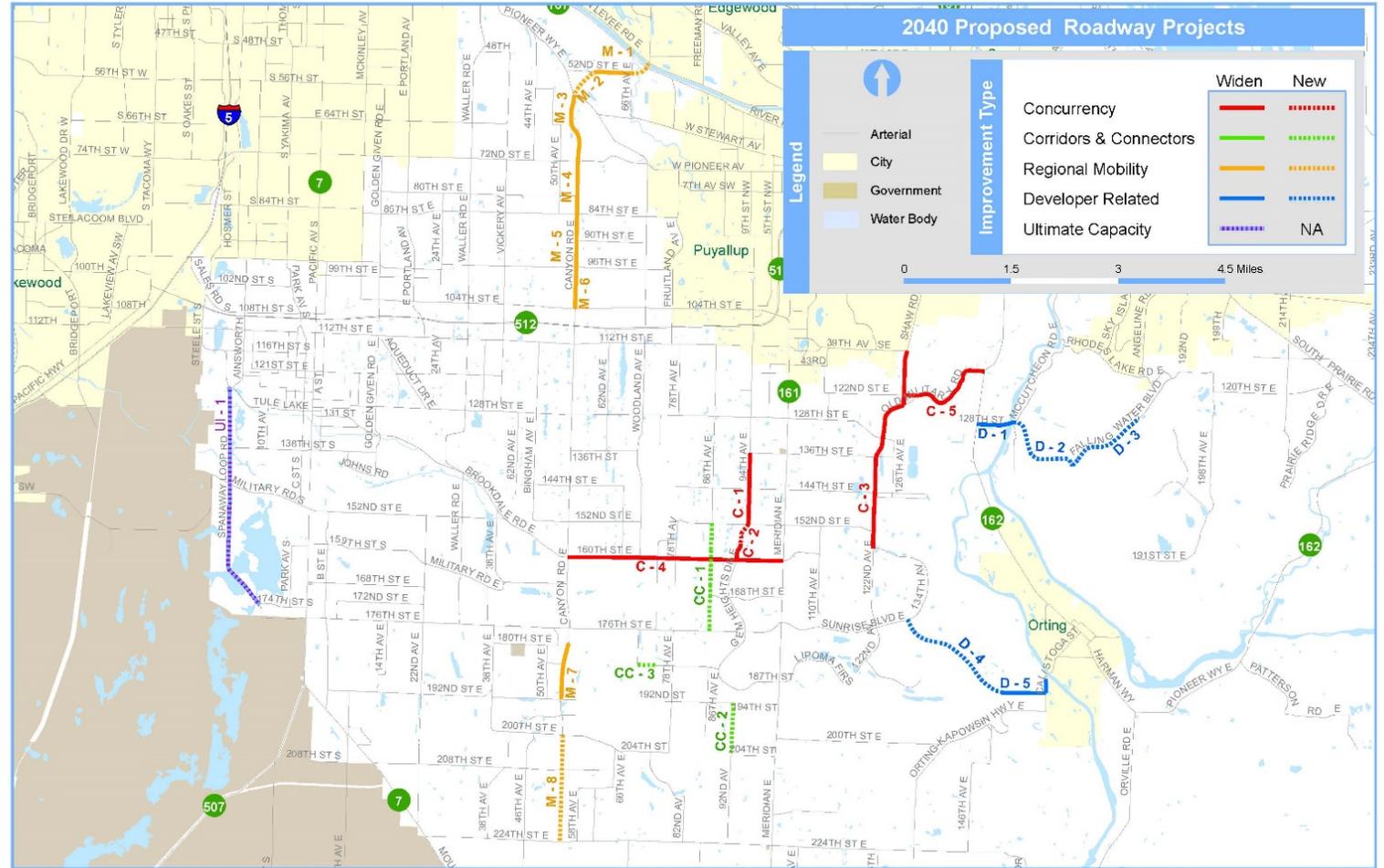
Shown the TAC the
Roadway/Corridor
Deficiencies (2015):



Date: April 2017

First Actions..... Agreeing to a Starting Point

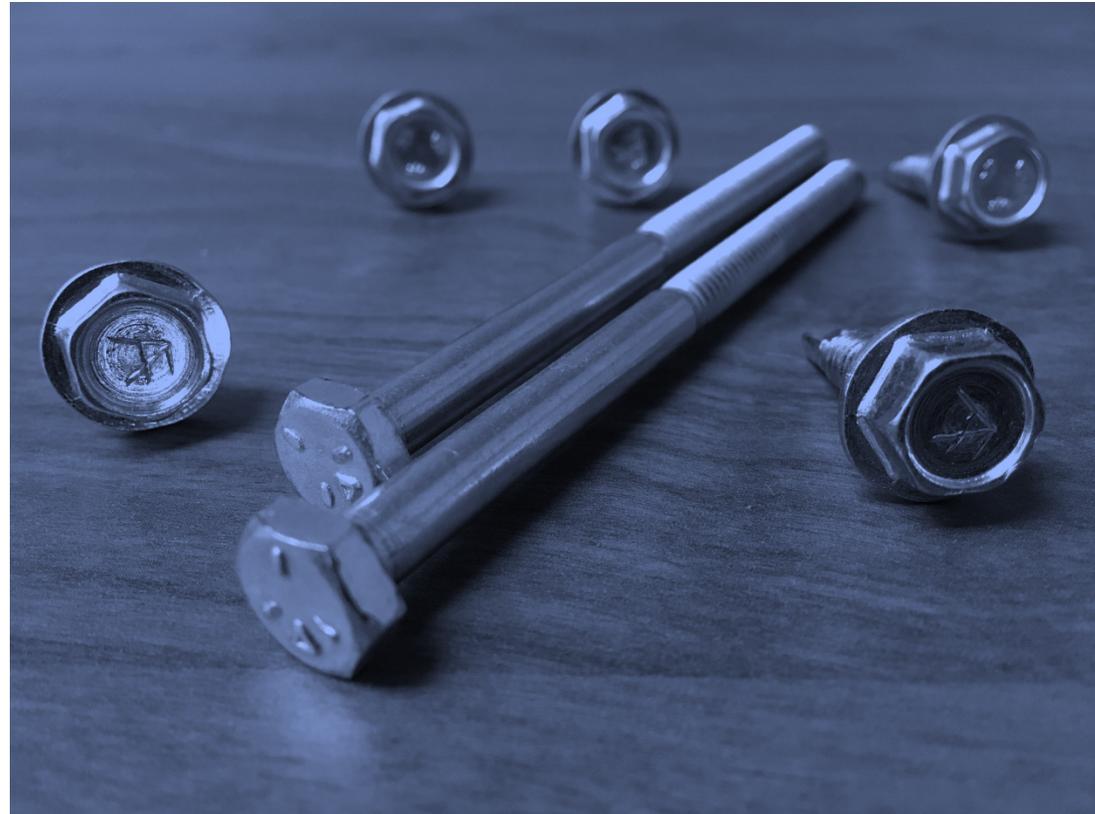
The TAC Considered the Merits and Impacts of A Subset of TIF Projects



Date: April 2017

First Actions..... Agreeing to a Starting Point

The Individual Projects Were Called
the “Bolts” of the TIF Program



First Actions..... Agreeing to a Starting Point

The Boxed Text in the next 7 slides provides the narrative: about the project in the following format:

Current Plan : How the current transportation plan describes the project

TAC Recommendation: Guidance on TIF projects based on consensus

TAC Feedback: Observations and/or concerns from the TAC

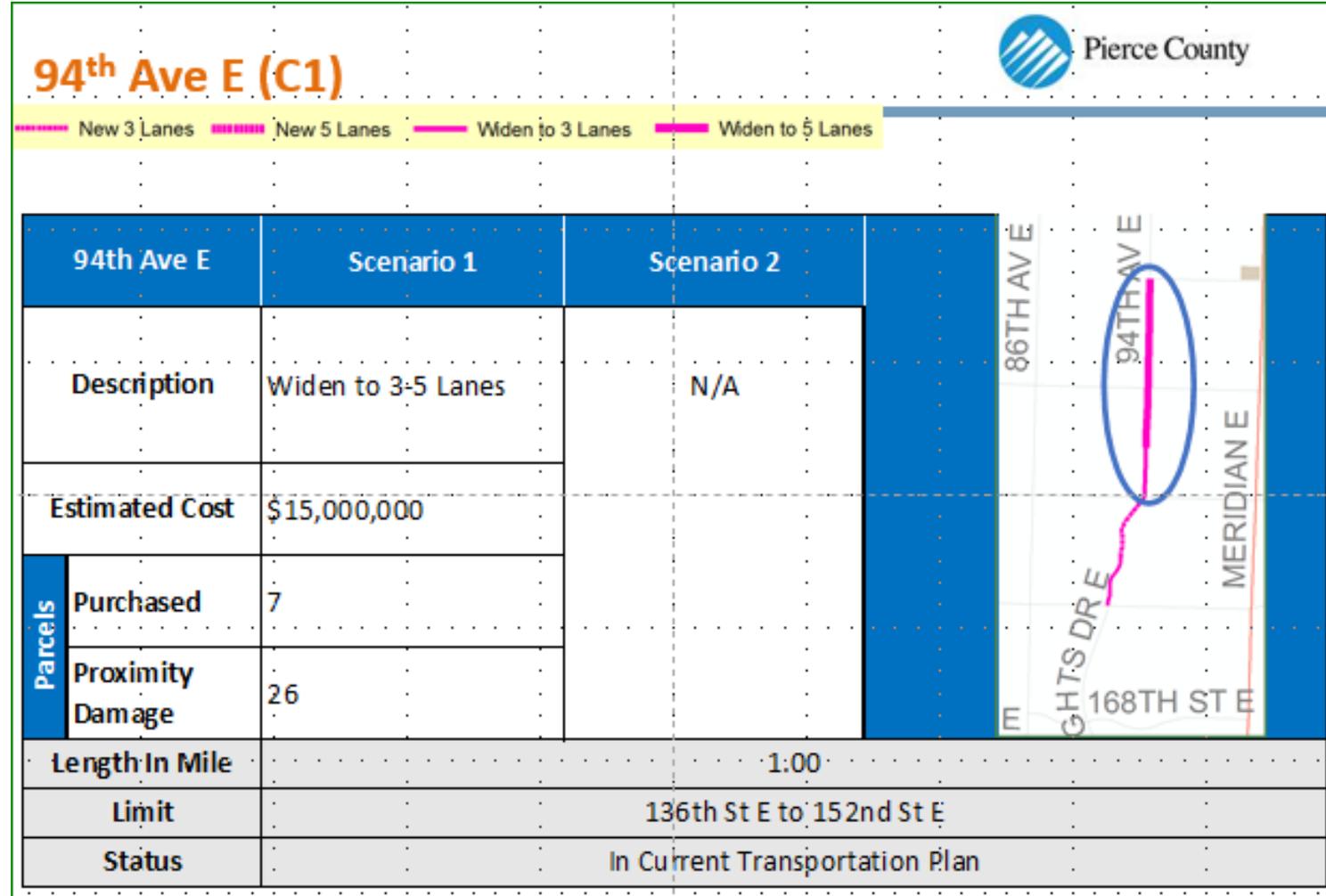


“First Cut” Decisions for Proceeding on TIF Program

Current Plan calls for the widening of existing road to 3/5 lanes from 136th St E to 152nd Street East

TAC Recommendation: Assume Plan Recommendation of 3/5 lanes

TAC Feedback: Concern about the inconsistent number of lanes on roadway

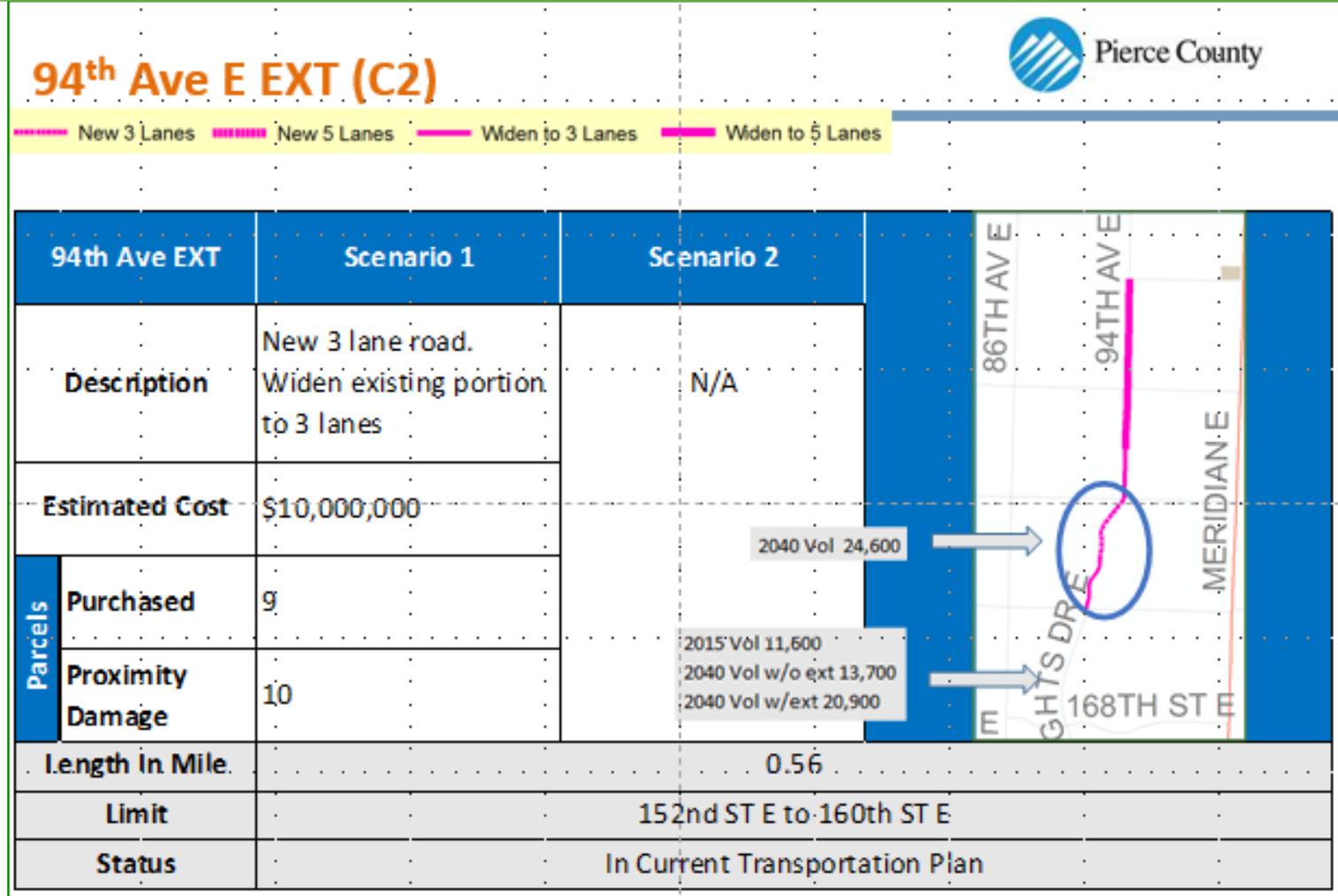


“First Cut” Decisions for Proceeding on TIF Program

Current Plan calls for the extension of 94th Ave E between 152nd St E to 157th St E

TAC Recommendation: Assume that this extension be built and part of the larger roadway network

TAC Feedback: Concern about the necessary relocations and additional “downstream” traffic. Likely strong focused community opposition to this project

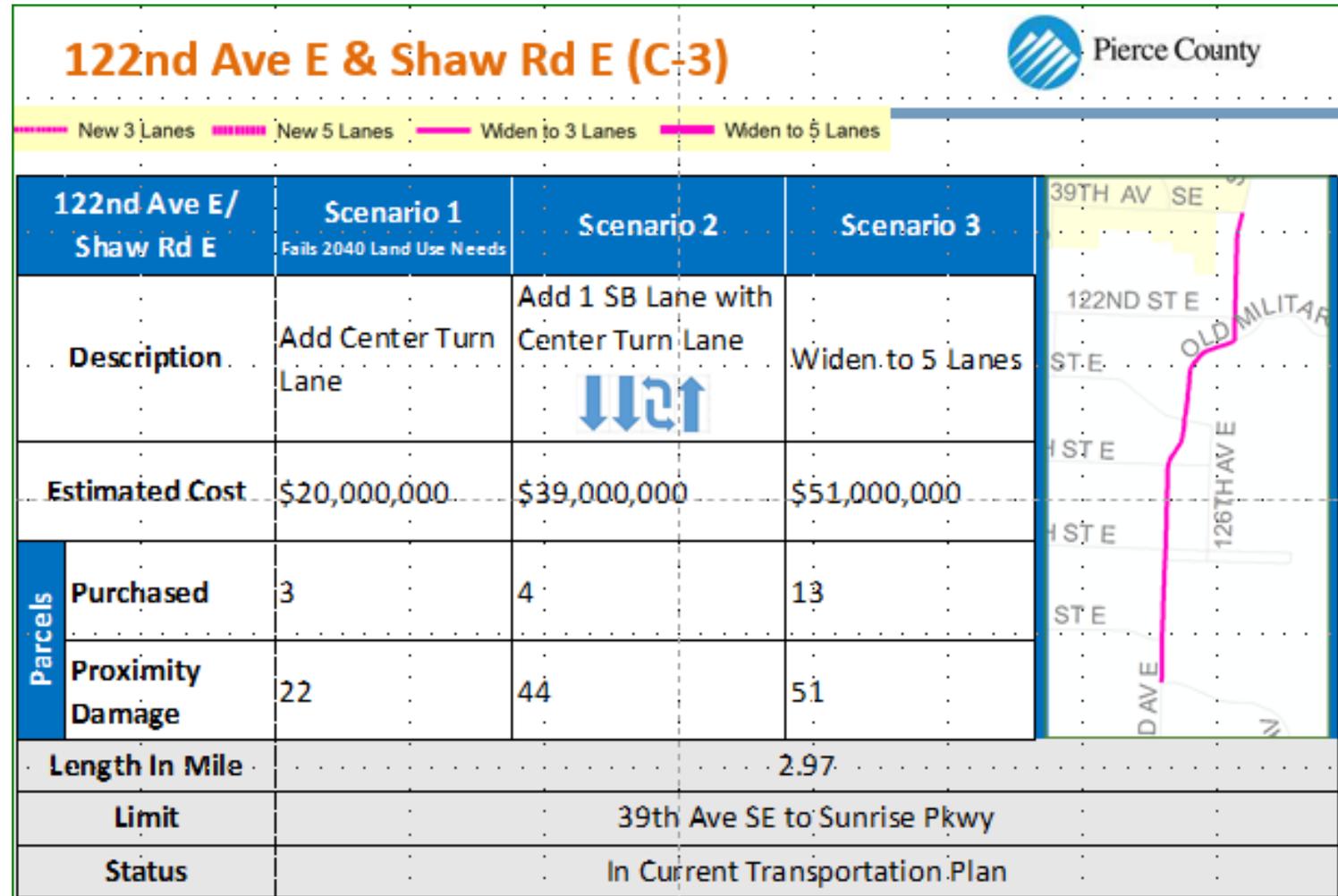


“First Cut” Decisions for Proceeding on TIF Program

Current Plan calls for providing a center turn lane between 152nd St E to 157th St E

TAC Recommendation: Apply Scenario 2 (4 lanes with “uneven” directional split) but begin preserving right of way for five lanes

TAC Feedback: Only 4 lanes should be on plan to 2040, and the County should begin planning beyond that period for five lanes

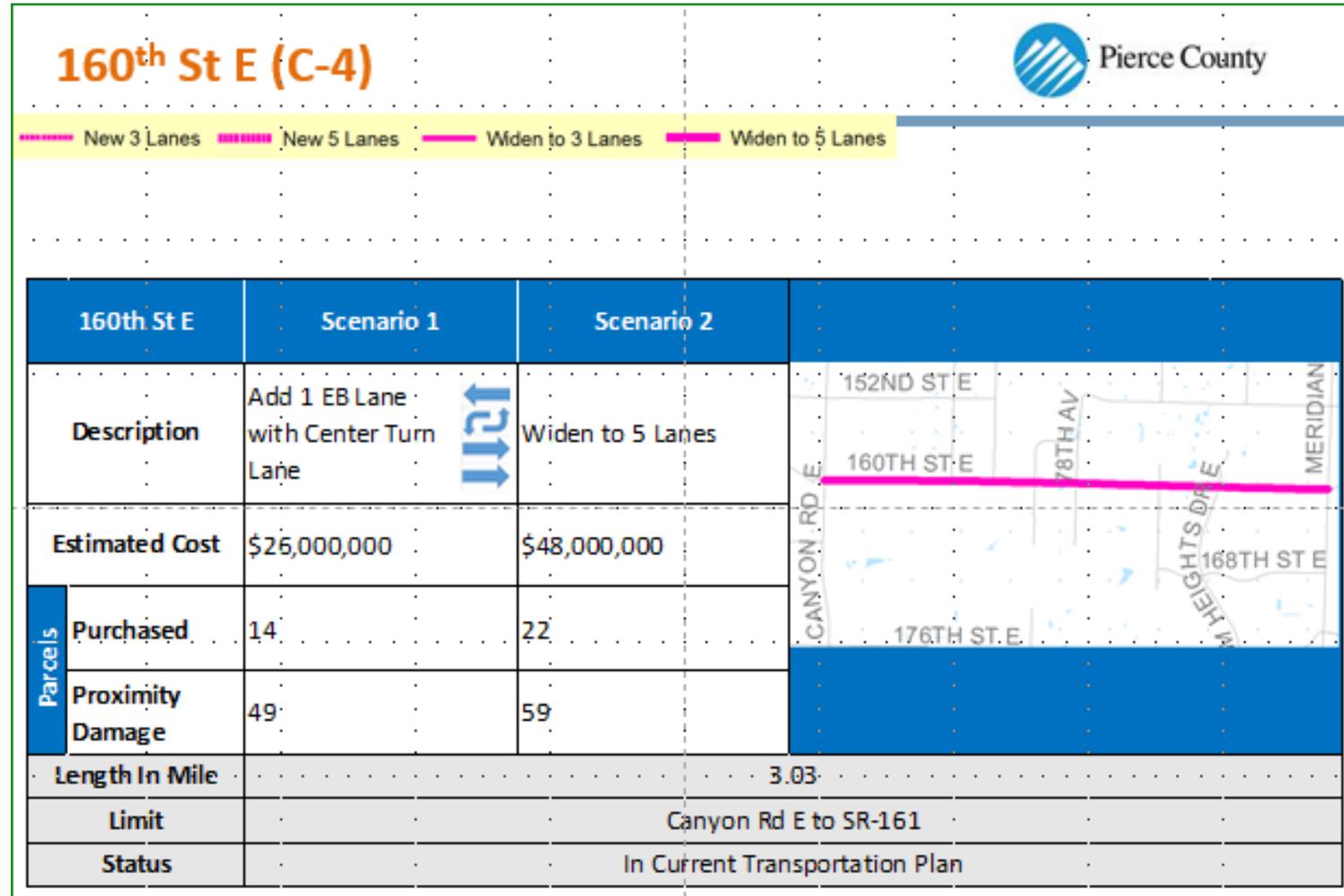


“First Cut” Decisions for Proceeding on TIF Program

Current Plan/Scenario 1 calls for four lanes (with uneven directional split)

TAC Recommendation: Retain existing Plan recommendation. Scenario 2’s cost is too great

TAC Feedback: Additional East/West mobility is needed but the price tag is too high for Scenario 2

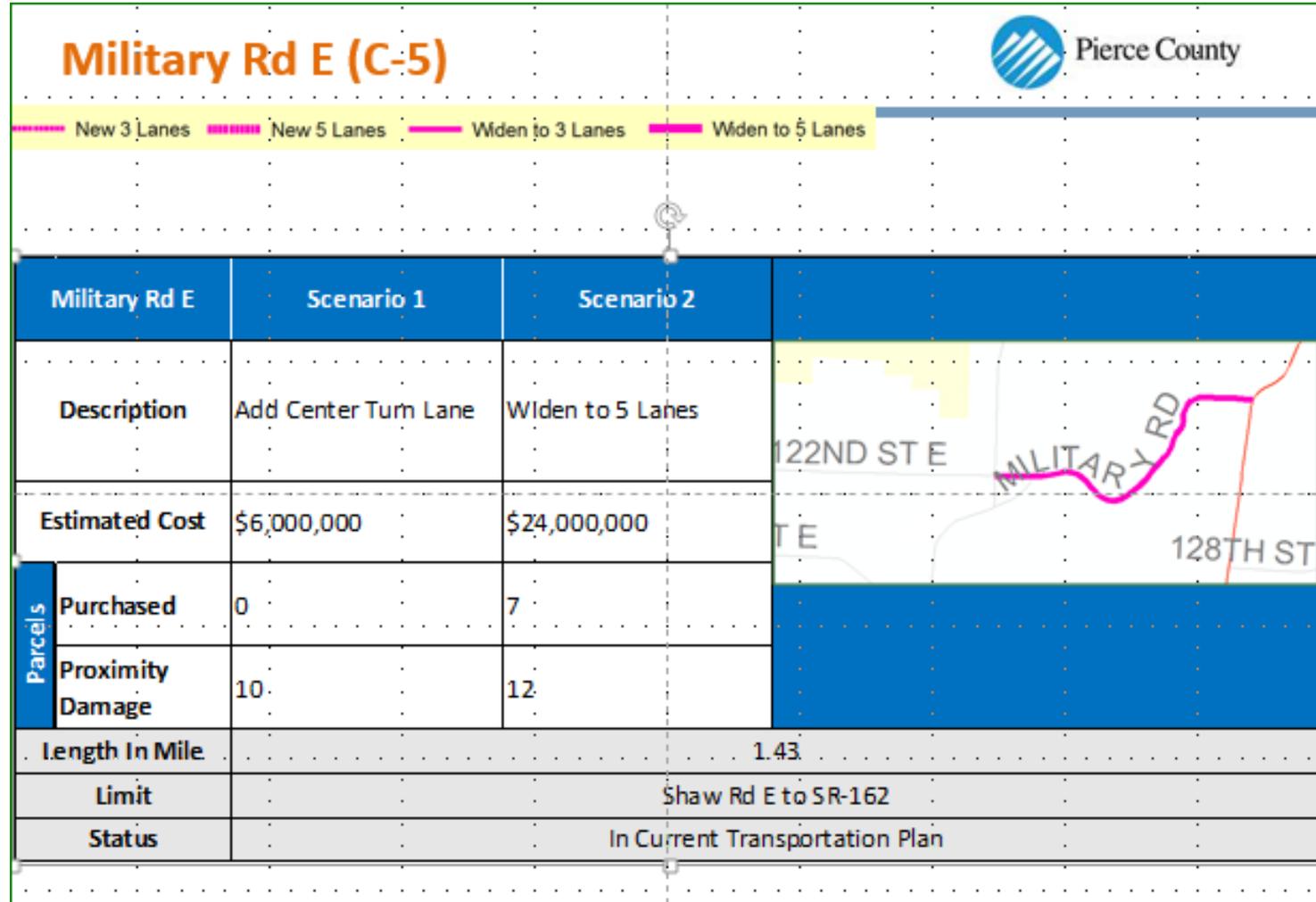


“First Cut” Decisions for Proceeding on TIF Program

Current Plan calls for the addition of a turn lane from Shaw Road to SR 162

TAC Recommendation: Scenario 2- Widen to 5 lanes

TAC Feedback: Three lanes will not handle the additional future traffic on this roadway

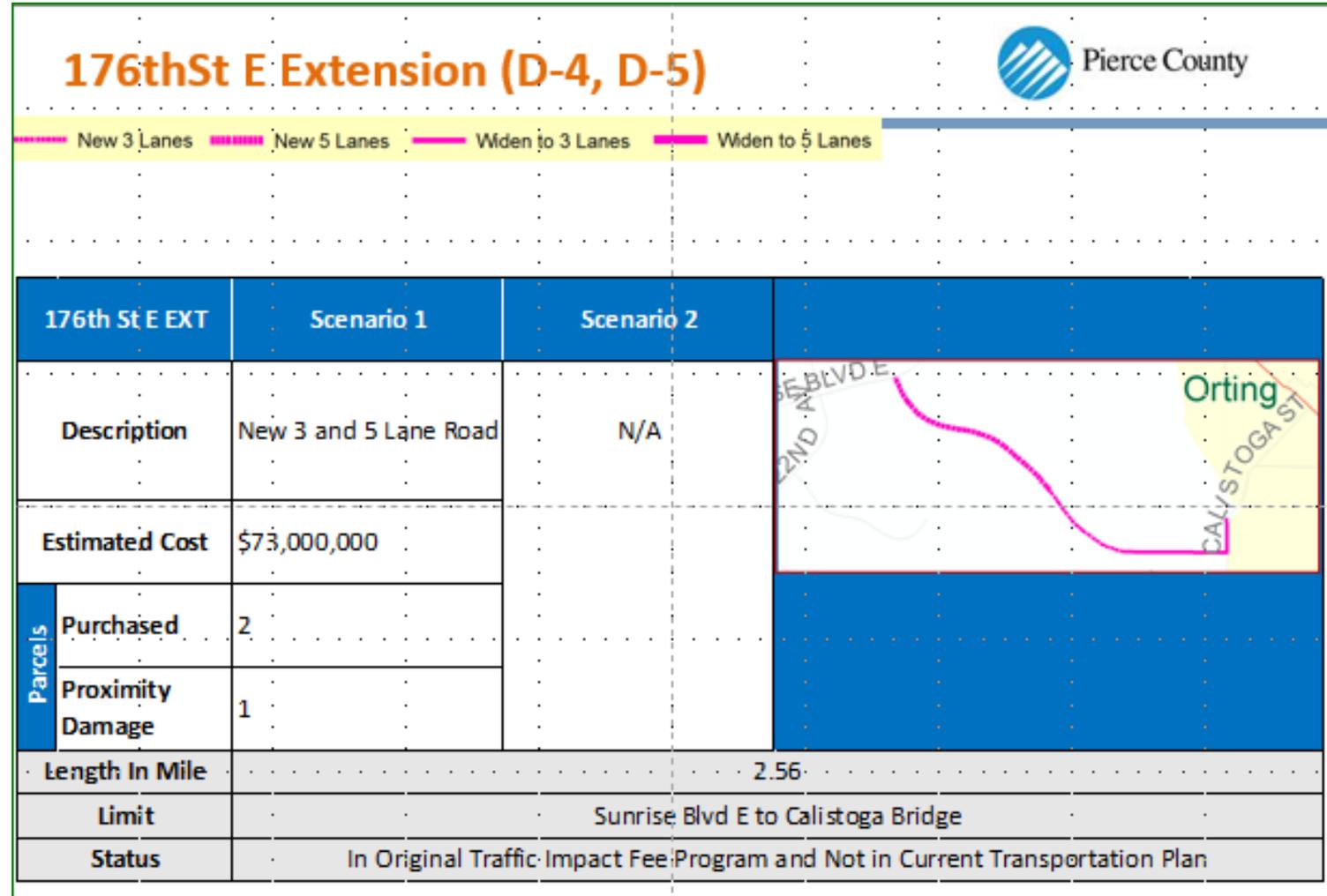


“First Cut” Decisions for Proceeding on TIF Program

Current Plan does not include this project. Dropped from the 1992 Plan

TAC Recommendation: Do not include this project in TIF Program

TAC Feedback: This project is too costly relative to its benefits and will receive very little funding from the unincorporated Pierce County TIF Program due to its location

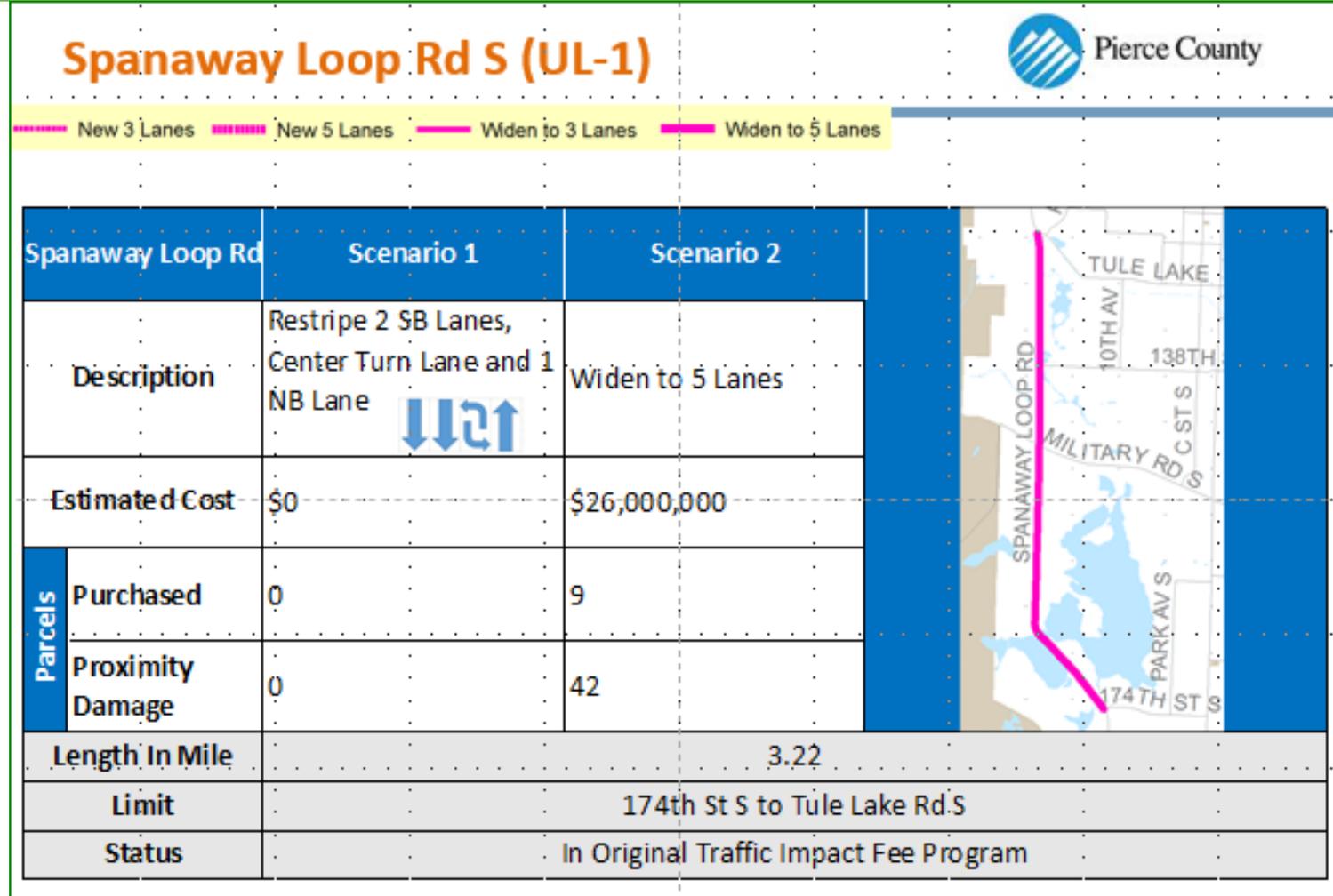


“First Cut” Decisions for Proceeding on TIF Program

Current Plan calls for a four lane cross section (It is noted that the south section of the road will be restriped to four lanes in the near future). This is an Ultimate Capacity Corridor

TAC Recommendation: Retain the current Plan Recommendation (Scenario 1)

TAC Feedback: Concern about the necessary relocations and additional “downstream” traffic. Likely strong focused community opposition



Next Steps for the TAC

- Review the 2040 traffic forecasts based on the combination of the newly assumed roadway projects
- Start to sum up and review the potential financial impacts of the selected projects
- Understand the relationship between TIF funds and other funding sources applied to roadway projects