



**CITY OF AUBURN
TRANSPORTATION
ADVISORY BOARD**

December 13, 2022

MEETING AGENDA

I. CALL TO ORDER – 5:30 P.M.,

II. PUBLIC PARTICIPATION:

1. Public Participation Link:

The Transportation Advisory Board Meeting scheduled for Tuesday, December 13, 2022, at 5:30 p.m. will be held in person and virtually.

To attend the meeting virtually, please click one of the below links, enter the meeting ID into the Zoom app, or call into the meeting at the phone number listed below.

The link to the Virtual Meeting to listen to the Transportation Advisory Board Meeting is:

Zoom: <https://us06web.zoom.us/j/81797042958>

To join the meeting by phone, please use the below call-in information:

253-215-8782

Webinar ID: 817 9704 2958

International numbers available: <https://us06web.zoom.us/j/81797042958>

III. ROLL CALL (Mendez)

IV. CONSENT AGENDA

- A. APPROVAL OF MINUTES FOR THE MEETING ON SEPTEMBER 13, 2022 *

V. ACTION ITEMS

- A. Election of Chair and Vice-Chair for 2023

- B. TAB code update (Malik)*

Review of the proposed update to ACC Chapter 2.94 Transportation Advisory Board, and TAB action regarding a recommendation to Council to adopt the proposed code update.

VI. DISCUSSION AND INFORMATION

A. General Update

- Grants update (Webb)
- Construction projects update (Webb)

B. Discussion Topic: Transit (Jeremy Fichter, Metro)

Metro staff will give the TAB a presentation with updates on the transit system and planning efforts. The presentation will be provided at the meeting and made available after the meeting.

Discussion with TAB members related to transit. What have they heard from the community? What is working? What is not working? A time for each TAB member to share.

C. Staff Presentation: Equity in Transportation Planning (Malik)*

Presentation to the TAB about how Auburn is incorporating equity in the transportation planning process.

D. 2023 Draft Workplan Discussion Topics (Malik)

TAB members to propose topics to be considered for the 2024 workplan.

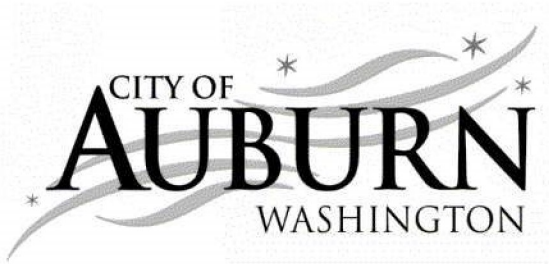
E. Review 2023 meeting dates (Malik)

- February 28, 2023
- May 9, 2023
- August 15, 2023
- November 14, 2023

F. Other Discussion Items / Roundtable.

VI. ADJOURNMENT

Next meeting will be held on Tuesday, February 28, 2023 at 5:30 PM.



**CITY OF AUBURN
TRANSPORTATION
ADVISORY BOARD**

September 13, 2022

DRAFT MINUTES

I. CALL TO ORDER

II. VIRTUAL PARTICIPATION LINK:

The Transportation Advisory Board Meeting scheduled for Tuesday, September 13, 2022 at 5:30 p.m. will be held virtually and telephonically. To attend the meeting virtually please click one of the below links, enter the meeting ID into the Zoom app, or call into the meeting at the phone number listed below.

Per Governor Inslee's Emergency Proclamation 20-05 and 20-28 et. seq. and City of Auburn Resolution No. 5581, City of Auburn has designated meeting locations as "virtual" for all Regular, Special and Study Session Meetings of the City Council and for the Committees, Boards and Commissions of the City.

The link to the Virtual Meeting or phone number to listen to the Transportation Advisory Board Meeting is:

Join from a PC, Mac, iPad, iPhone or Android device:

Please click one of the below URL to join.

ZOOM: . <https://us06web.zoom.us/j/87895411840>

Or join by phone:

253 215 8782

888 475 4499 (Toll Free)

Webinar ID 878 9541 1840

International numbers available: <https://us06web.zoom.us/u/koJjdg3yc>

III. ROLL CALL (Sherwin)

Present: Waylon Menzia, Dennis Grad, Peter Di Turi, Emmanuel Dolo, Cynthia Rapier, Sarah Shaw, Ena Robinson

Excused absence: Cheryl Rakes, David Jensen, Patricia Larson, Michael Harbin

Unexcused absence: Riley Patterson

City Staff: Public Works Director Ingrid Gaub, Assistant Director/City Engineer Jacob Sweeting, Senior Transportation Planner, Cecile Malik, and Office Assistant, Angie Sherwin

IV. CONSENT AGENDA

A. APPROVAL OF MINUTES

It was moved by Boardmember Di Turi, seconded by Boardmember Dolo that the Committee approve the Transportation Advisory Board minutes for May 10, 2022. Motion carried.

V. DISCUSSION AND INFORMATION

A. General Update

National Night Out (Malik)

On Tuesday, August 2nd, City Staff representing the traffic division attended National Night Out. Resident concerns were speeding, parking, and traffic signage.

Comprehensive Transportation Plan Update (Malik)

Data for the Comp Plan is being collected to be presented to the consultants. Multi-modal level of service: freight, and transit are being review for a more comprehensive approach. The consultant report may be presented to the TAB committee at the next meeting.

ADA Transition Plan Update (Malik)

The ADA Transition Plan update included ADA coordinator contact information and updated inventory data for ADA compliant ramps.

Grants Update (Sweeting)

The City has applied to 15 grants for 2022, 6 grants have been awarded.

Preservation Grants

- A St SE between 37th & Lakeland Hills Way
- C St SW between the GSA signal south to Ellison Rd

Non-Motorized Improvement Grant

- Division & N 1st St
- Multi locations for pedestrian crossings – mid block/uncontrolled intersections

Design Grant

- East Valley Hwy between Lakeland Hills Way & Lake Tapps Pkwy

Highway Safety Improvement Grant (Design and Construction)

- Round-a-bout R Street SE & 21st St SE

Construction Projects Update (Sweeting)

- 2022 projects are nearing completion.

B. Discussion Topic: Freight Planning (Malik)*

A freight planning presentation provided information about the multimodal network. Policies will be reviewed during the 2024 Comprehensive Transportation Plan update. TAB members made suggestions for consideration in the future freight policies.

C. TAB Code Update (Malik)*

Review of the proposed update to ACC Chapter 2.94 Transportation Advisory Board.

The committee reviewed the proposed update to ACC Chapter 2.94. TAB members discussed potential changes to section 2.94.030 to ensure that all groups listed will have representation on the board.

D. Next Meeting Topics:

City staff will present the following topics at the next TAB meeting: Transportation Equity, Auburn Multimodal Level of Service Framework, Transit update, and the Election of Board Chair and Vice-Chair for 2023.

E. Other Discussion Items / Roundtable.

No other items were discussed.

VI. ADJOURNMENT

Next meeting will be held on Tuesday, December 13, 2022 at 5:30 PM.

V. DISCUSSION AND INFORMATION

VI. ADJOURNMENT

There being no further business to come before the Transportation Advisory Board, the meeting was adjourned at 6:58 p.m.

Approved this _____ day of _____, 2022.

Waylon Menzia
Chairman

Angie Sherwin
Engineering Services Office Assistant

Chapter 2.94
AUBURN TRANSPORTATION ADVISORY BOARD

Sections:

- 2.94.010 Board created.
- 2.94.020 Membership.
- 2.94.030 Appointment.
- 2.94.040 Terms and vacancies.
- 2.94.050 Officers – Meetings.
- 2.94.060 Role of the board.
- 2.94.070 Compensation.
- 2.94.080 Annual reports of progress.
- 2.94.090 Severability.

2.94.010 Board created.

There is created an advisory-only board to be known as “the Auburn transportation advisory board.” (Ord. 6556 § 1, 2015; Ord. 6171 § 1, 2008; Ord. 6158 § 1, 2008.)

2.94.020 Membership.

There shall be 15 members of the board who shall be appointed by the mayor and confirmed by the city council, and who shall serve at the pleasure of the city council. The members shall be residents of the city or working for a business or organization that has a physical location in the city. (Ord. 6556 § 1, 2015; Ord. 6374 § 1, 2011; Ord. 6171 § 1, 2008; Ord. 6158 § 1, 2008.)

2.94.030 Appointment.

Membership on the board is intended to represent diverse community interests and backgrounds ~~a broad cross-section of the community~~. The board shall consist of 15 members and shall be comprised of:

- A. One representative from the Auburn school district.
 - B. One representative from Green River College.
 - C. One representative from the Auburn Area Chamber of Commerce.
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D. One representative from the ~~Auburn Downtown Association~~Downtown Auburn Cooperative.

E. One representative from the Muckleshoot Indian Tribe.

F. One high School student representative.

G. Minimum of one, but no more than two, representatives of each of the following:

- Local business(s)

- Cyclists

- Senior (55+) residents

- Residents with disability

- Transit users

H. Minimum of one, but no more than three, other transportation users who reside within the City of Auburn.

~~F.—Two local business representatives.~~

~~G.—One bicycling community representative.~~

~~H.—One high school student representative.~~

~~I.—One senior citizen representative.~~

~~J.—Three citizens at large selected to maximize geographical representation.~~

~~K.—One Americans with Disabilities Act (ADA) accessibility advocacy group representative.~~

~~L.—One transit users group representative.~~

Organization and school representatives shall be initially recommended to the mayor by the organizations and school district; provided, that a high school student representative does not need to be recommended by the school district and may apply on their own.

In its application process, the City will seek to achieve diverse Board representation to reflect the diversity of the Auburn community. (Ord. 6556 § 1, 2015; Ord. 6171 § 1, 2008; Ord. 6158 § 1, 2008.)

2.94.040 Terms and vacancies.

Subject to the provisions of ACC 2.94.020 and the pleasure of the city council, members of the board shall serve for a term of three years or until appointment of a successor member, whichever is later, unless otherwise

replaced. Terms of service shall not be limited, but representation may be modified as needed to maintain a broad cross section of viewpoints and ideas. Terms of service shall be staggered with no more than five positions expiring in any given year. It is provided, however, that following the adoption of Ordinance No. [6556](#), amending this chapter, changing the name of the citizen’s committee for transportation, transit and trails to the transportation advisory board, and increasing the number of members from ~~7~~~~seven~~ to 15, to the extent reasonably possible, the members appointed by the mayor and confirmed by the city council shall be appointed for terms of from one to three years, so that their terms would expire in a staggered fashion, so that the terms of a nearly equal number of members would be expiring and new members appointed, each year. It is further provided that notwithstanding the length of the term of appointment, or date of expiration of the term, the appointment of members shall continue until the appointment of a successor member. (Ord. 6556 § 1, 2015; Ord. 6171 § 1, 2008; Ord. 6158 § 1, 2008.)

2.94.050 Officers – Meetings.

A. ~~A~~~~Bi~~annually, the board members shall elect a chairperson and vice-chairperson from among the members of the board who shall serve for ~~two~~~~a~~ one-year terms. The board shall meet at least one time per quarter and as needed to perform the duties of the board and to fulfill the role of being an advisory body to the city council.

B. It shall be the duty of the chairperson to preside over all meetings of the board. The vice-chairperson shall preside at all meetings where the chairperson is absent. Minutes shall be kept and meeting agendas prepared in coordination between members of the board and staff members. A majority of the members of the committee shall constitute a quorum for the transaction of business, and a majority vote of those present shall be necessary to make recommendation motions to the city council.

C. All board meetings shall be staffed by the ~~community development and~~-public works department.

D. All board meetings shall be conducted in accordance with Robert’s Rules of Order or any other meeting procedures or guidelines authorized by the city of Auburn. (Ord. 6556 § 1, 2015; Ord. 6171 § 1, 2008; Ord. 6158 § 1, 2008.)

2.94.060 Role of the board.

The board is a community advisory-only body that serves as the community’s voice and reviews, discusses and advises on transportation-related projects and programs as requested by the mayor, city council and/or city staff. The board ~~shall~~may provide input in the following key areas:

A. Review and advise the mayor and city council on the city’s six-year Transportation Improvement Program (TIP).

B. Review and advise the mayor and city council on ~~short-term and long-term strategies and approaches for prioritization and funding for street maintenance and preservation.~~the ADA Transition Plan for Facilities in the Public ROW.

C. Review and advise the mayor and city council on updates to the city's Comprehensive Transportation Plan.

~~D. Review and advise the mayor, community development and public works director and city engineer on program approaches and funding options and alternatives for the city's local Save Our Streets (SOS) program.~~

~~E. Review and advise the mayor, community development and public works director, city engineer and the assistant director for maintenance and operations on program approaches and funding options and alternatives for the city's arterial streets preservation program.~~

~~F. Review and advise the community development and public works director and city engineer on the city's functional street classification system.~~

~~G. Review and advise the mayor and city council on planning, funding and implementation efforts and programs for increased walkability throughout the city.~~

HD. Review and advise the mayor, ~~and~~ city council, and city staff on public transit issues affecting the city.

IE. Review and advise the mayor, city council and city staff on transportation issues affecting ~~persons with disabilities, the aging community and elementary, middle and high school students~~underserved and under-represented communities.

JF. Review and advise and city staff on transportation issues affecting non-motorized road users. ~~in the development, implementation and ongoing monitoring and updating of a citywide pedestrian and bicycle master plan.~~

KG. Assist city staff, mayor and city council in promoting public awareness and education on a broad range of transportation issues.

LH. Represent the Transportation user group that they were appointed to represent by providing input that reflects the concerns, visions, and ideas of each group and gather input from other users within the group to share with the board. ~~Act as ambassadors to residents and businesses on transportation-related issues and opportunities.~~ (Ord. 6556 § 1, 2015; Ord. 6171 § 1, 2008; Ord. 6158 § 1, 2008.)

2.94.070 Compensation.

The members of the board shall serve without compensation. (Ord. 6556 § 1, 2015; Ord. 6171 § 1, 2008; Ord. 6158 § 1, 2008.)

2.94.080 Annual reports of progress.

~~The board chairperson and/or vice chairperson shall annually~~An annual report shall be provided to the city council ~~a report~~ on progress made in carrying out the board's responsibilities. Additional reports may be submitted when deemed appropriate by the board or when requested by the city council. (Ord. 6556 § 1, 2015; Ord. 6171 § 1, 2008; Ord. 6158 § 1, 2008.)

2.94.090 Severability.

If any portion of this chapter, or its application to any persons or circumstances, is held invalid, the validity of the chapter as a whole, or any other portion thereof, and its application to other persons or circumstances, shall not be affected. (Ord. 6556 § 1, 2015; Ord. 6171 § 1, 2008; Ord. 6158 § 1, 2008.)

ENGINEERING SERVICES

EQUITY IN TRANSPORTATION PLANNING

CECILE MALIK
SENIOR TRANSPORTATION PLANNER
TRANSPORTATION ADVISORY BOARD
DECEMBER 13, 2022

Public Works Department

Engineering Services • Airport Services • Maintenance & Operations Services

AUBURN
VALUES

S E R V I C E

E N V I R O N M E N T

E C O N O M Y

C H A R A C T E R

S U S T A I N A B I L I T Y

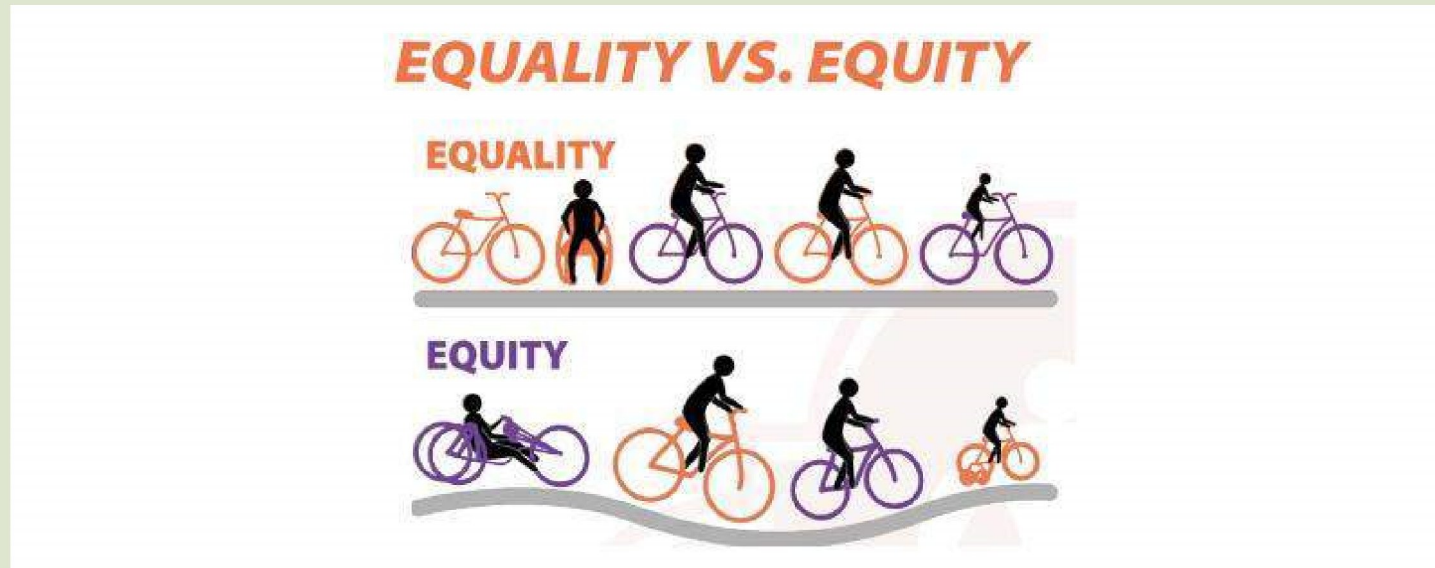
W E L L N E S S

C E L E B R A T I O N

EQUITY

Equity: Ensuring that everyone has support and access to the resources needed to be successful and identifying and eliminating barriers that have prevented the full participation of communities most impacted by systemic oppression.

Equity differs from equality. Equality refers to treating everyone the same but does not necessarily lead to equitable outcomes because diverse communities have diverse needs and have faced varying obstacles and inequities.



EVALUATING PROJECTS / PROGRAMS

- Examples of questions to ask with new projects and programs:
 - Who will most benefit from this project / program?
 - Who will be most impacted by this project / program?
- Other considerations:
 - Review of demographic data for projects
 - Evaluation of outreach approach for public engagement based on location
- Using data and maps: street lighting prioritization tool
 - Demographic data
 - Crime data
 - Geographic data / Map
 - Used to prioritize new lights and LED conversion



EQUITY IN TRANSPORTATION

■ Being inclusive

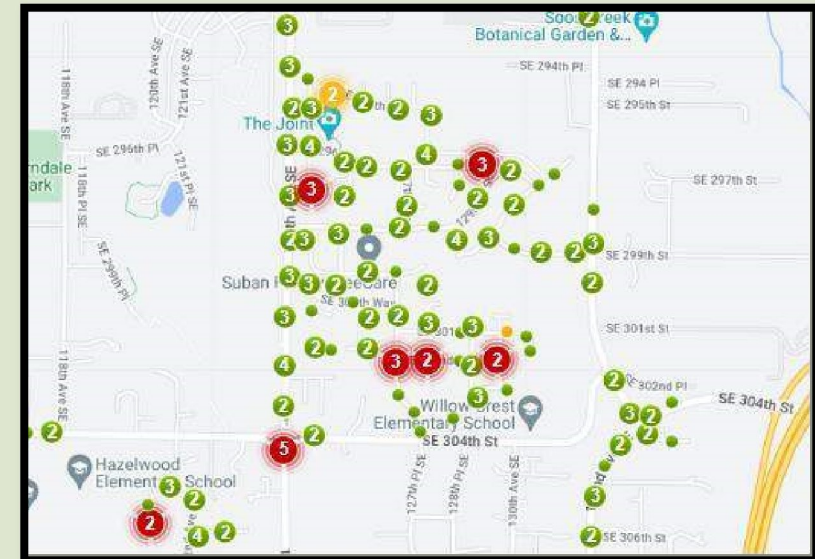
- Neighborhood Traffic Calming Program
 - Demographic study of selected area
 - Translation of all material into Spanish
 - Online open house with videos
 - Postcards and doorhangers to all residences

■ Applying an equity lens:

- Photo Enforcement Program
 - Review of demographic data for student population
 - Review of demographic data for school selection in program
 - Coordination with School District and Police

■ Implementing an equitable process

- Street Lights Upgrade Project
 - Investment in LED light conversion
 - Connected system with automatic notifications
 - No longer necessary for residents to report



NEXT STEPS

- Keep learning about how to better serve our community, and how to best encourage participation from those who are historically not included in the planning process and seek diverse representation of the community during the public engagement process.
- Coordinate with the City's Chief Equity Officer on new programs and planning approaches.

