



**CITY OF AUBURN  
TRANSPORTATION  
ADVISORY BOARD**

**September 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, September 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/87895411840>

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

253 215 8782  
888 475 4499 (Toll Free)

Webinar ID: 878 9541 1840

International numbers available: <https://us06web.zoom.us/j/87895411840>

**III. ROLL CALL (Sherwin)**

**IV. CONSENT AGENDA**

A. APPROVAL OF MINUTES FOR THE MEETING ON MAY 10, 2022 \*

**V. DISCUSSION AND INFORMATION**

- A. General Update
- National Night Out (Cecile)
  - Comprehensive Transportation Plan update (Cecile)
  - ADA Transition Plan update (Cecile)
  - Grants update (Jacob)
  - Construction projects update (Jacob)

B. Discussion Topic: Freight Planning (Malik)\*

Staff presentation about freight planning. Freight is part of the multimodal network and policies will be reviewed during the 2024 Comprehensive Transportation Plan update. Current policies are provided in this packet for review.

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

C. TAB Code Update (Malik)\*

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

D. Next meeting topics:

Transportation Equity, Auburn Multimodal Level of Service Framework, Transit update, Election of Board Chair and Vice-Chair.

E. Other Discussion Items / Roundtable.

**VI. ADJOURNMENT**

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



**MAY 10, 2022**

**DRAFT MINUTES**

## **I. CALL TO ORDER**

## **II. PUBLIC PARTICIPATION LINK:**

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253 215 8782

888 475 4499 (Toll Free)

Webinar ID: 863 9180 7904

International numbers available: <https://us06web.zoom.us/j/86391807904>

## **III. ROLL CALL (Sherwin)**

Present: Waylon Menzia, Dennis Grad, Peter Di Turi, David Jensen, Emmanuel Dolo

Excused: Riley Patterson Cynthia Rapier, Sarah Shaw, Cheryl Rakes

Michel Harbin, Jr. unofficially in attendance

City Staff: Public Works Director Ingrid Gaub, Assistant Director/City Engineer Jacob Sweeting, Senior Transportation Planner, Cecile Malik, Capital & Construction Engineering Manager, Ryan Vondrak, Senior Traffic Engineer, James Webb, Asst. Traffic Engineer, Ken Clark, Transportation Technician Vernoica Bean and Office Assistant, Angie Sherwin.

## **IV. CONSENT AGENDA**

### **A. Approval of Minutes**

It was moved by Board member Jenson seconded by Board member Di Turi that the Committee approve the Transportation Advisory Board minutes for March 15, 2022. Motion carried.

## **V. ACTION ITEMS**

### **A. 2023-2028 Transportation Improvement Plan (TIP) (Webb)\***

Staff presented of the proposed 2023-2028 TIP, requesting action from the Transportation Advisory Board for the following. *Staff Recommendation: Approval of a recommendation to Council to adopt the 2023-2028 Transportation Improvement Plan.*

It was moved by Board member Jenson seconded by Board member Dolo that the Committee approve a recommendation to Council to adopt the 2023-2028 Transportation Improvement Plan. Motion carried.

**VI. DISCUSSION AND INFORMATION**

A. General Update

School Zone Safety Cameras locations for September 2022 (Malik)

12 cameras were selected to be installed in 8 school zones in coordination with the Auburn Police Department and the Auburn School District. Information will be provided on the City website.

Grants update (Webb)

A status summary for the Grants were covered in the Transportation Improvement Plan presentation.

Ongoing construction update (Vondrak)

Project status updates were provided for the following locations:

- Auburn Way South – Chinook School Roundabout project
- 2<sup>nd</sup> Street SE Preservation project
- 4<sup>th</sup> Street SE Preservation project
- Lea Hill Bridge Preservation project
- 3<sup>rd</sup> Street SW Bridge Deck Preservation project

B. Discussion Topic: Freight Planning (Malik)\*

Due to time restrictions, the presentation about freight planning will be discussed at the next TAB meeting.

C. SOS Program and Arterial Preservation Program (Webb)\*

Staff presented an overview of the 2021 SOS and the Arterial Presentation Programs.

D. TAB Code Update (Malik)\*

Due to time restrictions, review of the proposed update to ACC Chapter 2.94 Transportation Advisory Board will be discussed at the next TAB meeting,

E. Next meeting topics:

City staff will present the following topics at the next TAB meeting; Transportation Equity, Auburn Multimodal Level of Service Framework, 2022 Comprehensive Transportation Plan annual update, Transit update (TBD). In addition to the postponed agenda topics of Freight Planning and TAB Code Update.

F. Other Discussion Items / Roundtable.

No additional topics were discussed.

**VI. ADJOURNMENT**

There being no further business to come before the Transportation Advisory Board, the meeting was adjourned at 6:45 p.m.

Approved this 13<sup>th</sup> day of September 2022.

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Waylon Menzia  
Chairman

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Angie Sherwin  
Engineering Services Office Assistant

ENGINEERING SERVICES

# FREIGHT PLANNING

CECILE MALIK  
SENIOR TRANSPORTATION PLANNER  
TRANSPORTATION ADVISORY BOARD  
MAY 10, 2022

Public Works Department

Engineering Services • Airport Services • Maintenance & Operations Services

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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

# PSRC VISION 2050 FREIGHT BRIEFING PAPER

- Puget Sound Regional Council (PSRC) Vision 2050:

<https://www.psrc.org/vision>

- PSRC freight briefing paper:

<https://www.psrc.org/sites/default/files/v2050-freight-paper.pdf>

- More than 60% of goods travel by truck.
- Regional growth in population and employment = increase in freight traffic.
- Newer trends in deliveries (2-day, next day, or same day deliveries)

# FREIGHT CORRIDOR NEEDS

Important design elements to accommodate freight movement:

- Signal heights
- Bridge heights
- Median design
- Turn Radii
- Paving material
- Lane width



Photo Credit: Ohadby, 2006



# TRUCK PARKING

## Regional Parking needs:

- At the distribution/manufacturing center (while waiting)
- At multiple locations for required rest during long trips
- Overnight for long trips
- Overnight for local independent drivers to leave their trucks
- Local deliveries / loading zones

## Lack of parking consequences:

- More driving around – road usage & green house gas



# MODE CONFLICT CONSIDERATIONS

## ■ Trucks & Bikes

Cycling alongside trucks is not comfortable – cyclists are not very visible to truck drivers; trucks take a large space – ideally, bike facilities should have a separation from trucks.



## ■ Trucks and Pedestrians

■ Trucks need wide spaces to turn, while pedestrians need shorter crossing distances. When accommodating one, we make it more challenging for the other.



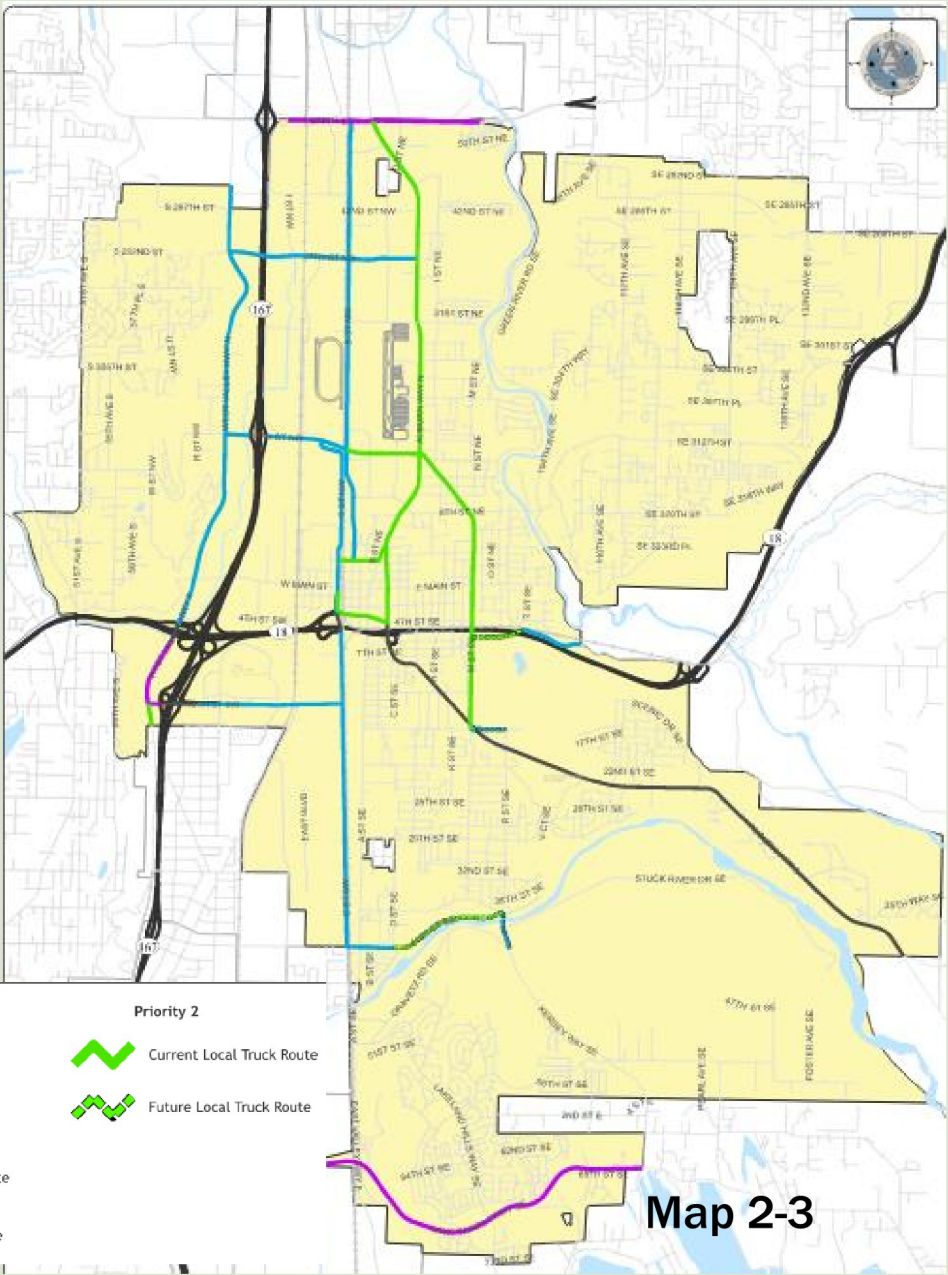
# AUBURN FREIGHT CORRIDORS

## Comprehensive Transportation Plan Maps:

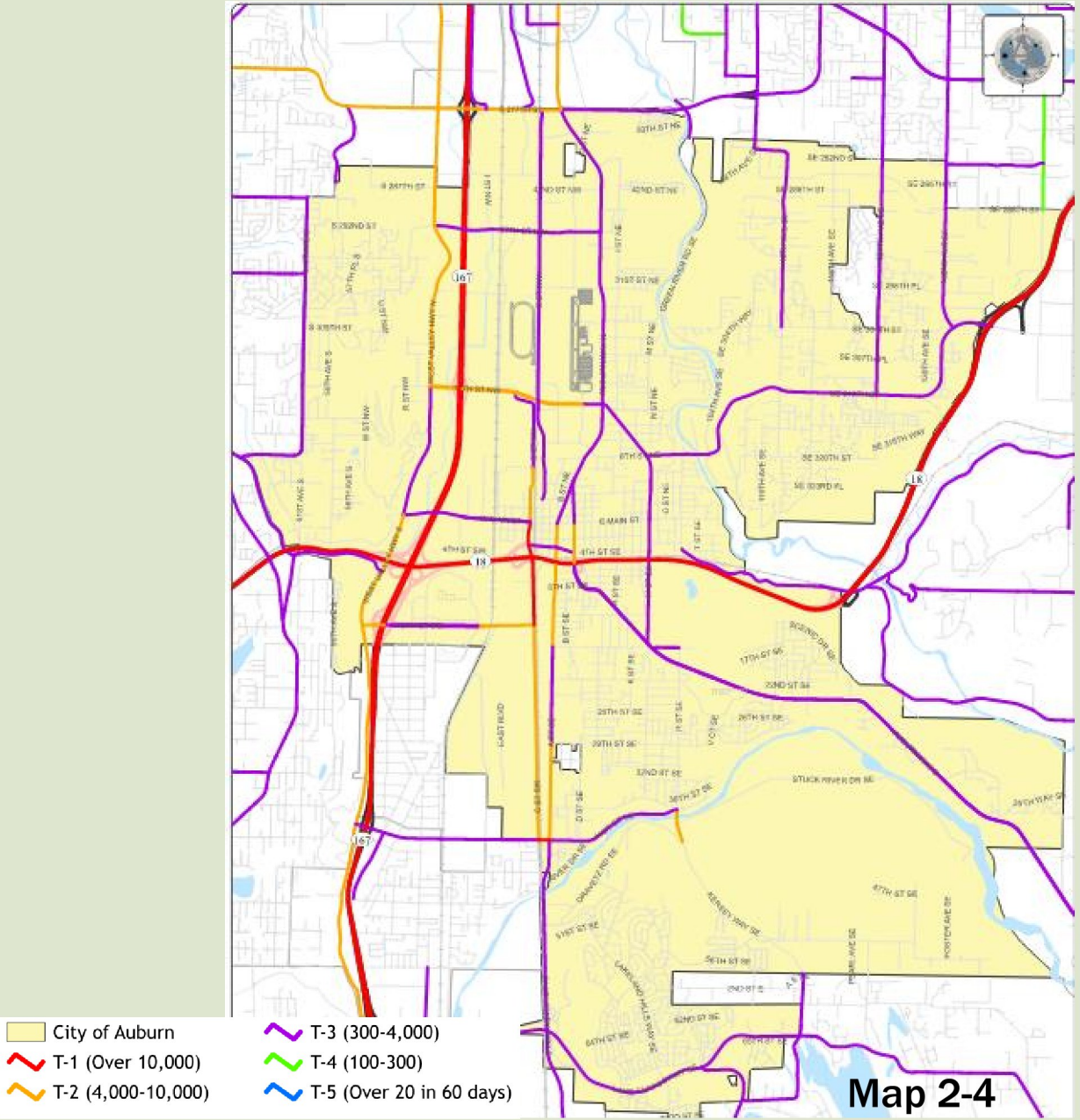
- Map 2-3 shows the designated truck routes in Auburn. Downtown prohibited to truck traffic unless local deliveries – new signage installed.
- Map 2-4 shows the freight routes classification based on tonnage.
  - T-1 is highest tonnage (greater than 10,000)
  - T-2 is second highest (4,000 to 10,000)
  - T-3 to T-5 are lower tonnage

Maps identify where to expect to see higher truck traffic, based on data collected every other year. Some may be through traffic, while others may be to and from destinations within commercial and industrial areas.

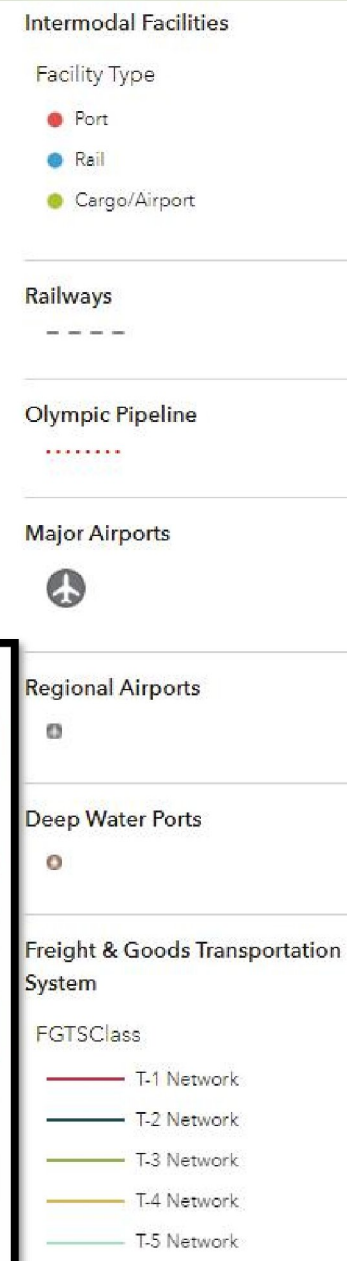
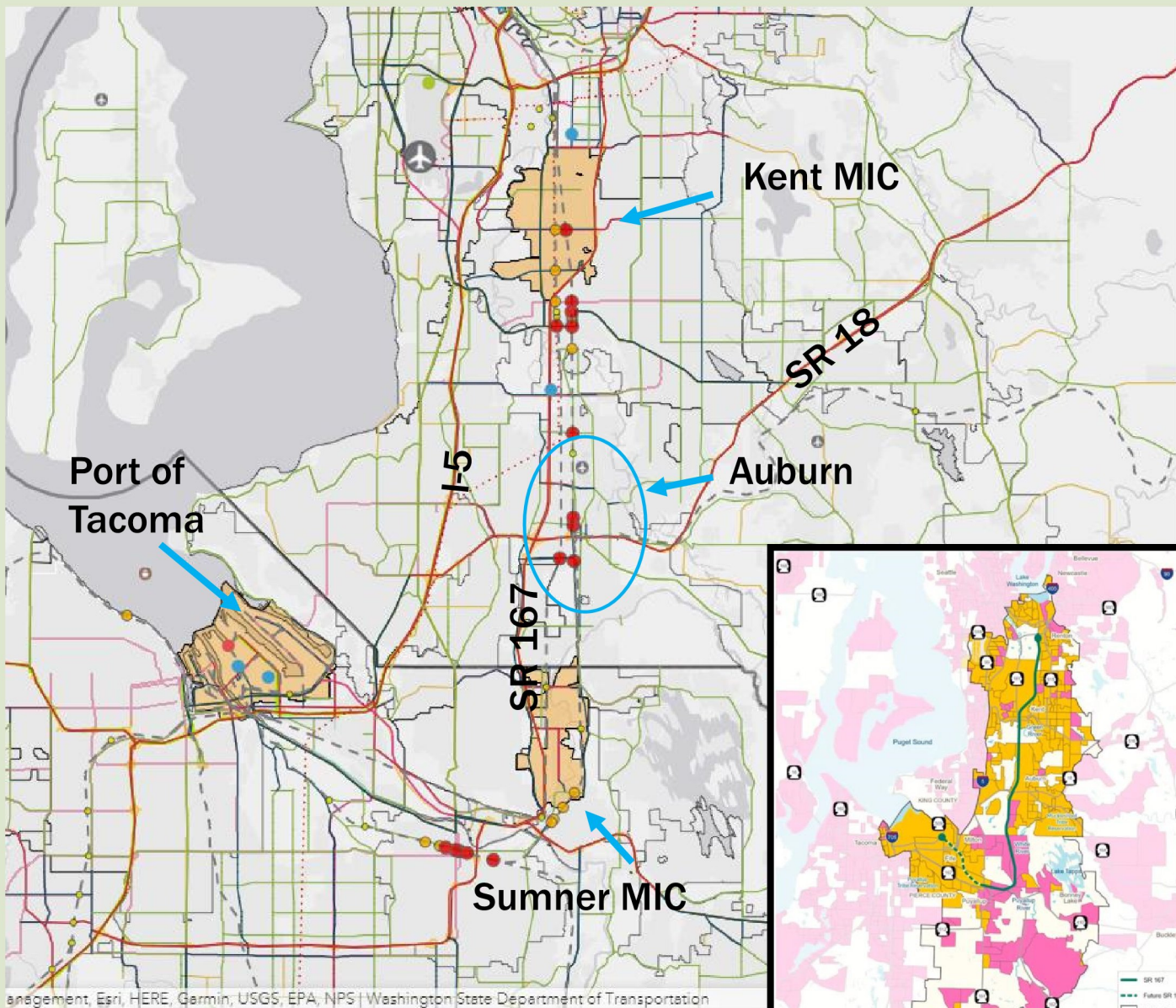
*\*Full maps included in TAB packet*



**Map 2-3**



**Map 2-4**

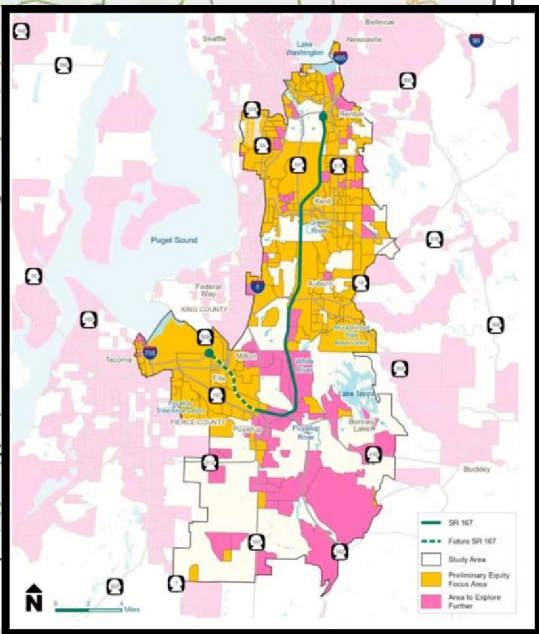


SR 167 and SR 18 are two major freight corridors that connect to I-5 and the Port of Tacoma.

Auburn is located between the Kent manufacturing and industrial center (MIC), and the Sumner MIC and Port of Tacoma.

More truck traffic is expected through Auburn in future years from population growth and from SR 167 future connection to Port of Tacoma.

management, Esri, HERE, Garmin, USGS, EPA, NPS | Washington State Department of Transportation



# FREIGHT POLICIES

## Auburn Comprehensive Transportation Plan:

### Objective: Freight movement

To facilitate the movements of freight and goods through Auburn with minimal adverse traffic and other environmental impacts.

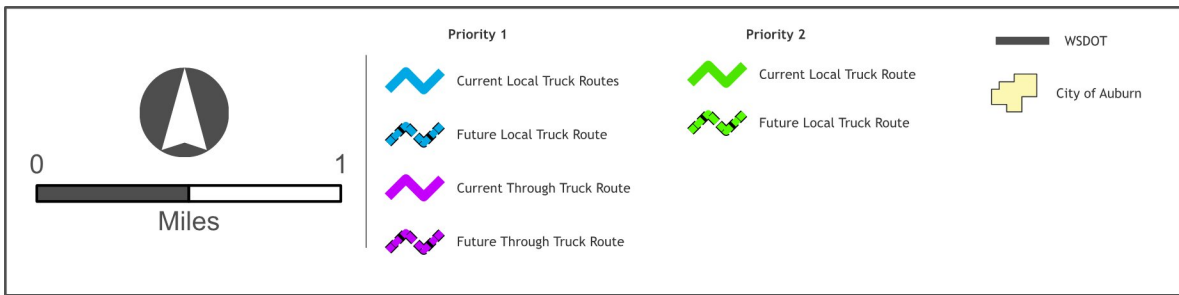
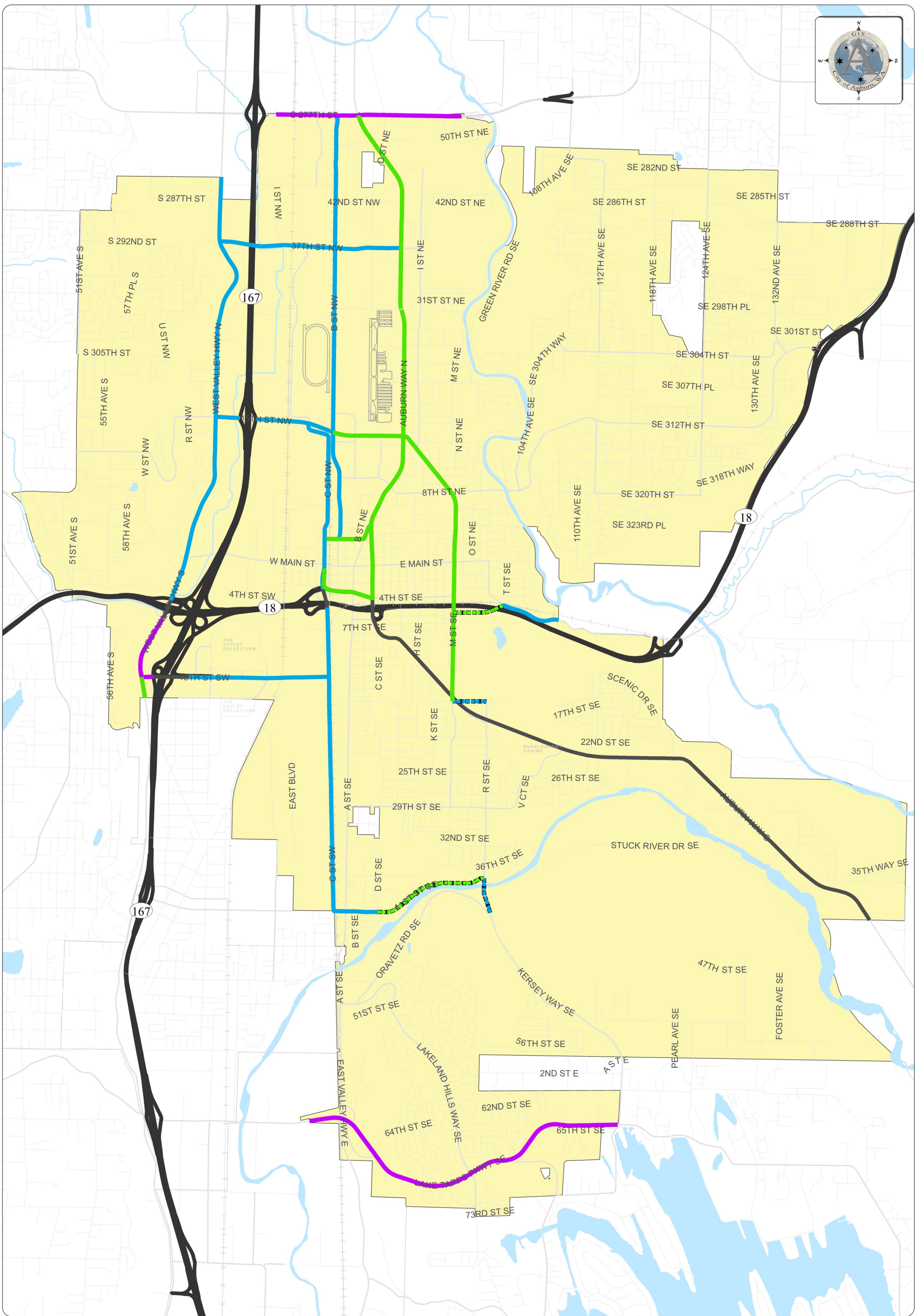
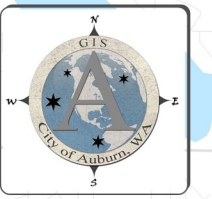
*\*Policies included in TAB packet.*

## Regional freight policies and planning efforts:

- Puget Sound Regional Council (PSRC) Freight Advisory Committee (Auburn participates)
  - Vision 2050
  - Regional Transportation Plan
- Washington State Department of Transportation (WSDOT) coordination
  - Freight plan
  - Freight Parking Study

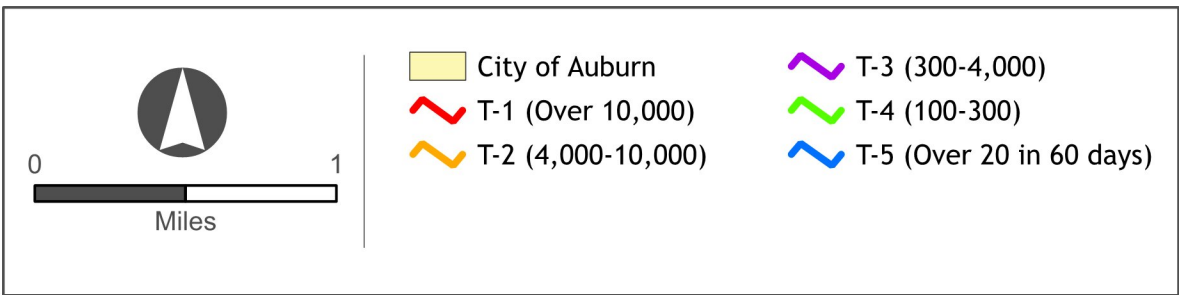
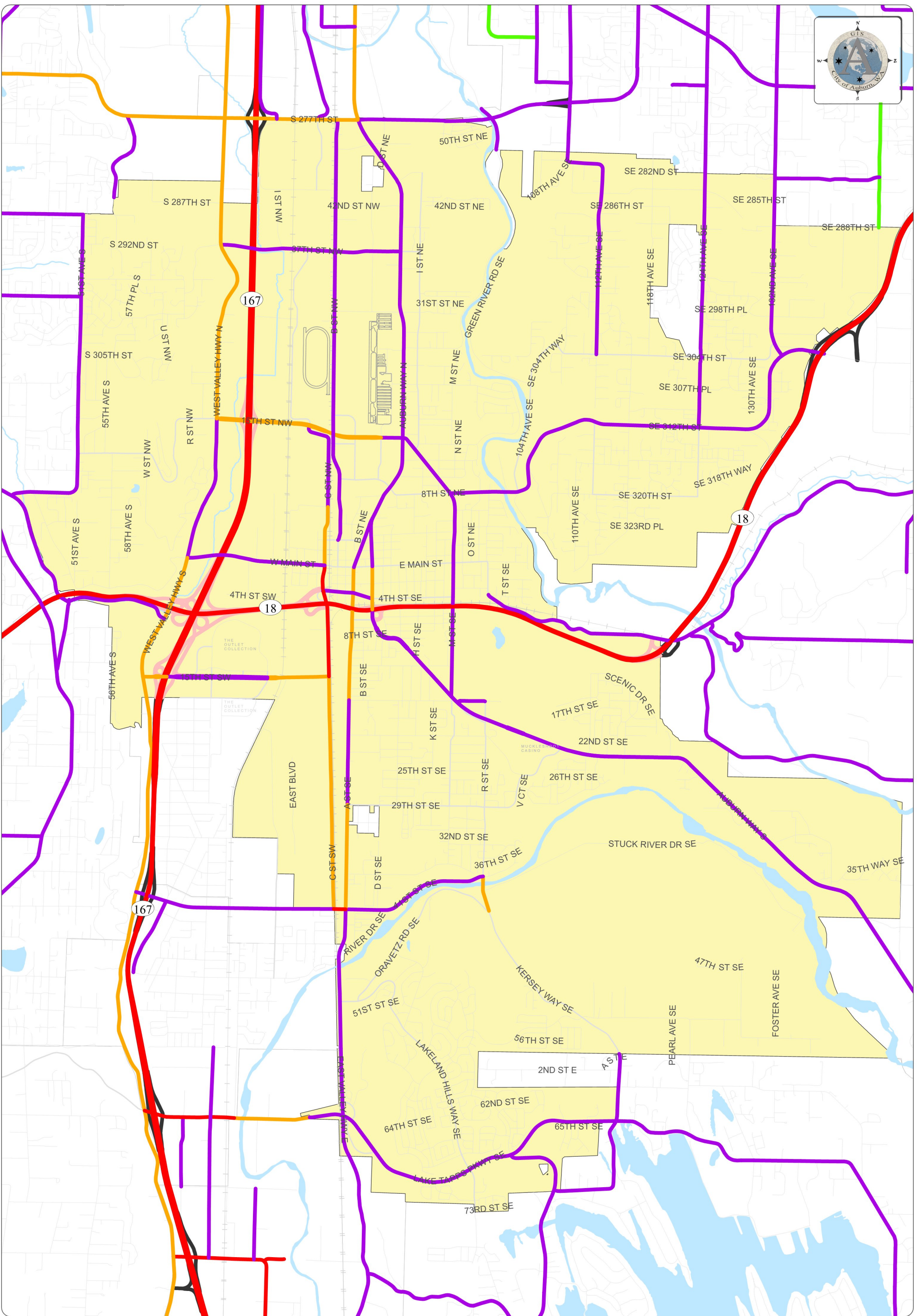
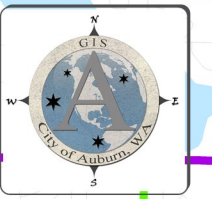
# SUMMARY

- Freight is important to the local and regional economy.
- Auburn contains truck routes where most of the truck traffic is expected.
- Auburn created a truck parking program to help local independent drivers park in designated areas.
- Heavy truck traffic damages the roadways much faster than car traffic.
- Trucks need more space to turn than cars and more height clearance.
- Meeting trucks needs means not meeting other mode needs in some locations; decisions regarding where trucks take priority will be needed.
- Roadways for heavy truck traffic are very costly to build and maintain, and funding available is limited.



Auburn Transportation Plan  
Truck Routes

Map 2-3  
Page 15 of 22



**Auburn Transportation Plan**  
 Freight Routes Classification Map  
 Class T-1 to T-5  
 Annual Tons (in thousands)

Map 2-4  
 Page 16 of 22

## COMPREHENSIVE TRANSPORTATION PLAN FREIGHT POLICIES

### OBJECTIVE: FREIGHT MOVEMENTS

To facilitate the movements of freight and goods through Auburn with minimal adverse traffic and other environmental impacts.

**Freight-01:** The movement of freight and goods is recognized as an important component of Auburn's transportation system.

**Freight-02:** The movement of freight and goods that serve largely national, state, or regional needs should take place in such a way so that the impacts on the local transportation system are minimized. These movements should take place primarily on state highways, interstates, or on grade-separated rail corridors in order to minimize the local impacts.

**Freight-03:** Seek public and private partners to leverage funds for freight improvement projects and associated mitigation.

**Freight-04:** Continue to work with the Freight Mobility Roundtable, Freight Action Strategy Team (FAST), FMSIB, and other local and regional groups to ensure regional needs are met and local impacts are mitigated.

**Freight-05:** All through truck trips and the majority of local trips shall take place on designated truck routes, as identified on the truck route map, Map 2-3, of the *Comprehensive Transportation Plan*. This policy shall not apply to developments and uses operating under existing ROW use permits, traffic mitigation agreements, or equivalent agreements directly related to the regulation of permitted haul routes.

**Freight-06:** If the City is unable to acquire funding to maintain existing truck routes to a Pavement Condition Index Standard of 70 on a segment of roadway, that route may be restricted or closed to truck travel.

**Freight-07:** Work towards designing and constructing future truck routes, as identified on the truck route map in Chapter 2 of the *Comprehensive Transportation Plan*, to sustain routine truck traffic.

**Freight-08:** Local truck trips that have origins and/or destinations in Auburn may have to sometimes use routes not designated as truck routes. The City may approve the use of alternate routes not currently designated as truck routes for truck traffic, with appropriate mitigation. Approval may be made through issuance of ROW use permits, traffic mitigation agreements, or equivalent agreements.

**Freight-09:** Development shall be required to mitigate the impacts of construction generated truck traffic on the City's transportation system, based on the City's LOS standard.

**Freight-10:** Temporary haul routes for overweight or oversized vehicles shall be permitted under circumstances acceptable to the City and with appropriate mitigation. A temporary haul permit must be obtained prior to the hauling of oversized or overweight freight.

**Freight-11:** Truck traffic in residential neighborhoods shall be prohibited, except for local deliveries within said neighborhood, unless no other possible route is available, in which case mitigation may be required.

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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 a broad cross section of the community. Members 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. Ten additional members representing diverse community interests and backgrounds, including up to two local business representatives, one high school representative, and other residents comprised of a mix of cyclists, senior (55+) residents, residents with disability, transit users, and other residents.~~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 ~~7seven~~ 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

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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. ~~Annually~~, the board members shall elect a chairperson and vice-chairperson from among the members of the board who shall serve for ~~two~~ 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 and city council on the development, implementation, and monitoring of the Comprehensive Safety Action Plan.

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~~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.~~

~~HE.~~ 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.

~~JG.~~ 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.~~

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

~~LI.~~ Represent the t~~ransportation 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 groups 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

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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.)