



**CITY OF AUBURN
TRANSPORTATION
ADVISORY BOARD**

May 24, 2016

MINUTES

I. CALL TO ORDER

Community Development and Public Works Director Kevin Snyder called the meeting to order at 5:35 p.m. in Council Chambers, located on the first floor of Auburn City Hall, 25 W Main Street, Auburn, Washington. Committee members present were: Pamela Gunderson, Barb Atrops, Tyler Cushing, Andrew Serr, Jeanette Miller, Ronald Riley, Michael Harbin Jr, Steve Carstens, Dennis Moore, Dezarae Hayes, Roger Gillette, Katie Chalmers, Dennis Grad and Jim Wilson. Also present during the meeting were: Assistant Director/City Engineer Ingrid Gaub, Transportation Manager Pablo Para, Traffic Engineer James Webb, City Attorney Dan Heid, Director of Administration Dana Hinman, Administrative Assistant Molly Mendez and Office Assistant Angie Sherwin.

II. INTRODUCTIONS AND ORIENTATION

A. PUBLIC RECORDS/OPEN PUBLIC MEETINGS ACT TRAINING (HEID)

City Attorney Heid presented training on the rules and regulations for the Public Records Act and the Open Public Meetings Act.

B. ROLES, RESPONSIBILITIES AND FORMAT OF THE MEETINGS (SNYDER/GAUB)

The format for future meetings will be for the board, working with City staff, to set the agenda, generate discussions and present recommendations and advice to the City Council on transportation topics.

III. ACTION

A. ELECTION OF THE CHAIR AND VICE CHAIR

Assistant Director/City Engineer Gaub explained the roles for Chair and Vice Chair. Currently the term for Chair and Vice Chair is 2 years. Without any additional questions from the board, Director of Community Development and Public Works Snyder brought to motion the nomination or volunteer for the TAB Chair and Vice Chair positions. Jim Wilson volunteered for Chair. Motion carried. Pamela Gunderson volunteered for Vice Chair. Motion carried.

IV. DISCUSSION AND INFORMATION

A. TRANSPORTATION GROUP ORGANIZATIONAL BRIEFING (PARA)

Transportation Manager Para presented an overview of the transportation department; staffing, responsibility, functions, area coverage, neighborhood safety, Comprehensive Transportation Plan, funding and development review. Para then opened the floor for questions. There was a group discussion regarding the annexation of Lea Hill, Traffic Impact Fees/Fund, Mitigation fees, and the overall project/work load for current and long term transportation issues. Assistant Director/City Engineer Gaub explained the Funding for the Traffic Impact Fee program; which is city wide, not area level. The Transportation Department will be requesting another FTE in the next budget to assist in handling the increasing level of transportation staffing needs specifically related to traffic signal management, operations and maintenance. The staffing budget comes from the general fund and not transportation project funding or grants. Because of additional

funding concerns, Assistant Director/City Engineer Gaub clarified information from an article in the Auburn Reporter about revenue from Auburn Way South, Dogwood to Hemlock project.

B. SEASONAL EVENT TRAFFIC PLANNING (PARA)

Transportation Manager Para spoke of the traffic impacting events occurring this year; the rules and restrictions during concerts, July 4th, etc. Staffing and scheduling considerations are made to assist with keeping traffic moving.

C. 2017 – 2022 TIP UPDATE (WEBB)

Each member received an emailed electronic file or hard copy of the 2016-2021 Transportation Impact Plan, the 2017-2022 Transportation Improvement Program Summary, the 2016 Summer Traffic Event Dates, the Auburn City Code Chapter 2.94 – Auburn Transportation Advisory Board and the Transportation Section PowerPoint.

Traffic Engineer Webb discussed a general overview of the TIP, funding, Traffic Impact Fee, the cost of some projects, and the Comprehensive Transportation Plan. The topic of pass through traffic and the potential of a usage fee in the future and other pilot programs were discussed. If state highway improvements are made, the benefit will be the reduction in through traffic using city streets. Ideas mentioned for potential revenue; car tab or state sales tax used for roadway funding.

The Sound Transit garage also attracts pass through traffic. The commuter garage is currently free to use with a potential future fee. City of Auburn residents can purchase off-street permit parking in the vicinity of the parking garage. A second garage is currently 7 or more years out from completion. Several outlying areas that may use the Sounder are not making tax based contributions to fund Sound Transit. Funding for pedestrian and bike use is a priority for the City, with a number of improvement projects included in the TIP. Examples of many projects were given. TIP program 31, 32 and 33 are specific to this concern. Generating revenue through a bike fee is not possible because currently the state legislature does not allow a fee for licensing bicycle users.

D. ADA TRANSITION PLAN PROCESS (WEBB)

Agencies are required to have an ADA Transition plan that describes the needs of the community within the public right-of-ways for addressing ADA barriers and concerns and includes the policies and priorities for addressing these needs over time.

Traffic Engineer Webb discussed inventory (ramps, lights, etc.), strategy for improvements and greatest needs. The identification of these priority locations will most likely be, for example; around schools, libraries, the hospital, etc.

In closing, Director of Community Development and Public Works Snyder gave a summary reminding the board of the purpose of the group. Transportation Manager Para and Traffic Engineer Webb will be the person(s) of contact for additional questions.

E. NEXT MEETING SCHEDULE

There was a group discussion on availability for the next meeting. The group agreed that Tuesday, September 13th, at 5:30 pm would be kept tentative for the next quarterly meeting.

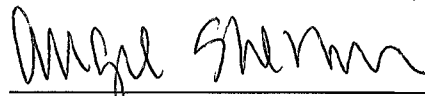
V. ADJOURNMENT

There being no further business to come before the Transportation Advisory Board, the meeting was adjourned at 7:46 p.m.

Approved this 13th day of September, 2016.



Jim Wilson
Chairman



Angie Sherwin
Engineering Office Assistant