



Memorandum

Date: 10/13/2020

Meeting of: Committee of the Whole - Planning and Public Works

File No. CM 20-290

Type: Committee Memo

TO: Committee of the Whole - Planning and Public Works

FROM: Mayor Angela Birney

DEPARTMENT DIRECTOR CONTACT(S):

Planning and Community Development	Carol Helland	425-452-2107
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DEPARTMENT STAFF:

Planning and Community Development	Don Cairns	Transportation Planning and Engineering Manager
Planning and Community Development	Tam Kutzmark	Senior Planner

TITLE:

Adoption of 2021-2026 Six-Year Transportation Improvement Program (TIP)

OVERVIEW STATEMENT:

The TIP is a state-mandated planning document, updated annually, listing all significant transportation projects anticipated to be built or to compete for grant funding within the next six years. Following a public hearing in October, the proposed TIP will be adopted by City Council in conjunction with the Capital Investment Program and biennial budget.

☒ **Additional Background Information/Description of Proposal Attached**

REQUESTED ACTION:

☒ **Receive Information**

☐ **Provide Direction**

☐ **Approve**

REQUEST RATIONALE:

- **Relevant Plans/Policies:**
 - 1) Capital Investment Program - provides a near-term (six-year) financial planning outlook into capital needs that advance the City's vision;
 - 2) Capital Investment Strategy - provides a framework for both near-term investments within the CIP timeframe and long-term capital needs that advance the City's vision;
 - 3) Development Agreements - various commitments agreed to by City and applicants (agencies or private developers) through the permit and review process;
 - 4) Comprehensive Plan - establishes the vision and policy direction for how the City will grow and develop through 2030;
 - 5) Transportation Master Plan - an element of the Comprehensive Plan that guides the City's transportation investments and activities and includes the system plans for street, transit, pedestrian, and bicycle infrastructure.
- **Required:**

This effort is required to be updated annually by state law (RCW 39.92.030).

- **Council Request:**

N/A

- **Other Key Facts:**

The TIP is a planning document that will be proposed for adoption by City Council in conjunction with the Capital Investment Program and biennial budget. Projects are shown in the TIP when they are consistent with financial planning documents or are being advanced through grants or private development.

OUTCOMES:

The annual update of the TIP keeps the City in compliance with state law and provides a foundation for future transportation grants. The update process also supports alignment of transportation priorities with the City's vision, the biennial budget, CIP, and CIS. The TIP is the City's most comprehensive listing of near-term transportation needs (funded and unfunded).

COMMUNITY/STAKEHOLDER OUTREACH AND INVOLVEMENT:

- **Timeline (previous or planned):**

9/29/2020 - Published Notice of Public Hearing

10/20/2020 - Public Hearing before City Council

- **Outreach Methods and Results:**

Interested parties are invited to contact the Clerk's Office to provide comment. Anyone who is hearing or visually impaired can notify the Clerk's Office one week in advance of the public hearing to arrange for assistance.

- **Feedback Summary:**

Any feedback provided before the hearing will be summarized by staff and provided to Council in a Staff Report on the night of the public hearing.

BUDGET IMPACT:

Total Cost:

The TIP is a planning document that does not obligate the City to expend funds or alter its capital funding priorities.

Approved in current biennial budget: ☐ Yes ☐ No ☒ N/A

Budget Offer Number:

000032

Budget Priority:

Infrastructure

Other budget impacts or additional costs: ☐ Yes ☐ No ☒ N/A

If yes, explain:

N/A

Funding source(s):

N/A

Budget/Funding Constraints:

The document is a planning document and as such does not obligate the City to expend funds or alter its capital funding priorities.

☐ **Additional budget details attached:**

COUNCIL REVIEW:

Previous Contact(s):

Date	Meeting	Requested Action
N/A	None proposed at this time	N/A

Proposed Upcoming Contact(s)

Date	Meeting	Requested Action
10/20/2020	Business Meeting	Receive Information
12/1/2020	Business Meeting	Approve

Time Constraints:

A 2021-2026 Six-Year TIP must be adopted in 2020 per state requirements.

ANTICIPATED RESULT IF NOT APPROVED:

The City would not be eligible to apply for or accept State and Federal transportation grants.

ATTACHMENTS:

Attachment A - Summary of TIP Updates

Attachment B - Map - TIP Changes

Attachment C - Map - TIP Projects

Attachment D - Resolution adopting the 2021-2026 Transportation Improvement Program