



Puget Sound Regional Council

Executive Board

Thursday, March 23, 2023 • 10:00 – 11:30 AM

Hybrid Meeting - PSRC Board Room – 1011 Western Avenue, Suite 500, Seattle, 98104

Attend, watch or listen

- The public can attend meetings at PSRC's offices
- Watch the meeting live at <https://www.psrc.org/watch-meetings>
- Listen by phone 1-888-475-4499, Meeting ID: 879 6512 3654, Passcode: 444287

Provide public comment.

- **Each member of the public will have 2 minutes to speak. Public comment must relate to an action or discussion item on the agenda.**
- **In-person**
Public comment may be made in person at PSRC's office.
- **Comment during the meeting by Zoom or phone:** [Register here](#)
You will have 2 minutes to address the board. To allow staff time to process requests, registration is required and closes at 8:00 AM the day of the meeting. Late registrations will not be accepted.
- **Written comments**
Comments may be submitted via email to srogers@psrc.org by 8:00 AM the day of the meeting. Comments will be shared with board members. Comments received after the deadline will be provided to board members after the meeting.

Public comments are public records and may be subject to disclosure pursuant to the Public Records Act, RCW Chapter [42.56](#).

1. **Call to Order and Roll Call (10:00)** – *Councilmember Claudia Balducci, President*
2. **Communications and Public Comment**
Public comment must relate to an action or discussion item on the agenda.
3. **President's Remarks**
4. **Executive Director's Report**
5. **Committee Report**
 - a. Operations Committee – *Mayor Becky Erickson, Vice President*
6. **Consent Agenda – Action Item (10:20)**
 - a. Approve Minutes of Meeting held February 23, 2023
 - b. Approve Vouchers Dated January 31, 2023 through March 6, 2023 in the Amount of \$896,344.51
 - c. Approve Increased Contract Authority for Low Voltage Contractor
 - d. Approve Contract Authority for 2023 General Assembly
 - e. Adopt Routine Amendment to the 2023-2026 Transportation Improvement Program

7. Action Item (10:25)

- a. Approve Working Group Recommendation on FTA Funding Distribution Methodology – *Kelly McGourty, PSRC*

8. Action Item (10:55)

- a. Approve Release of Public Participation Plan for Public Comment – *Noah Boggess and Michele Leslie, PSRC*

9. Discussion Item (11:05)

- a. Greater Downtown Kirkland Regional Growth Center Application – *Maggie Moore, PSRC*

10. Discussion Item (11:20)

- a. PSRC Youth Engagement – *Noah Boggess, PSRC*

11. Information Items

- a. New Employee Status Report
- b. Fiscal Year 2022 Audit Results for Puget Sound Regional Council and the Central Puget Sound Economic Development District
- c. Fiscal Years 2024-2025 Biennial Budget and Work Program
- d. Stormwater Parks Planning Guidance
- e. Registration open! Joint Board Session on ACT: Affirm, Counter, Transform, Friday, April 28, 10:00 AM - 12:00 PM, Hybrid Session
- f. Passport to 2044: Key Topics for Elected Officials and Planning Commissioners, Thursday, May 18, 2023, 12:00 PM - 1:30 PM, Remote Meeting
- g. Annual General Assembly - New Date! Tuesday, May 30, 11:00 AM - 1:00 PM, Embassy Suites, Seattle Downtown Pioneer Square, 255 South King Street, Seattle

12. Other Business

13. Next Meeting: Thursday, April 27, 2023, 10:00 – 11:30 AM, Hybrid Meeting

14. Adjourn (11:30)

Board members please submit proposed amendments and materials prior to the meeting for distribution. Organizations/individuals may submit information for distribution. Send to Sheila Rogers, e-mail srogers@psrc.org; fax (206) 587-4825; or mail.

For language or ADA assistance at PSRC board meetings, please contact us at (206) 464-7090 at least 72 hours in advance of the meeting. For TTY-based telecommunications relay service dial 711.

العربية | Arabic, 中文 | Chinese, Deutsch | German, Français | French, 한국어 | Korean, Русский | Russian, Español | Spanish, Tagalog, Tiếng việt | Vietnamese, visit <https://www.psrc.org/contact/language-assistance>.



March 9, 2023

Recommendation on FTA Funding Distribution Methodology

The Transportation Policy Board recommended approval of revisions to the methodology used to distribute PSRC's Federal Transit Administration funding. For the past six months, a working group of Transportation Policy Board members and transit agency leadership met to review the methodology. The recommendation includes a direct equity formula distribution in lieu of a regional competition. [View video](#) and [presentation](#).

For additional information, contact Kelly McGourty at kmcgourty@psrc.org or (206) 971-3601

Washington State Department of Transportation Revive 1-5

Representatives from the Washington State Department of Transportation (WSDOT) presented an overview of the Revive I-5 project and a schedule of activities. WSDOT has developed a 10-year plan of more than two dozen projects extended between now and 2032, with three active projects. Nighttime lane, ramp and directional closures, construction over the weekends, and land reductions and closures can be expected. View [presentation](#).

For more information, contact Tom Pearce, WSDOT at (206) 492-9555

Public Participation Plan

The Transportation Policy Board reviewed a draft version of PSRC's updated Public Participation Plan. Staff worked with the Equity Advisory Committee to ensure there are consistent procedures and people have reasonable opportunities to involve themselves in regional planning. The draft Public Participation Plan is [available on PSRC's website](#). View [presentation](#).

For more information, contact Michele Leslie at mleslie@psrc.org or Noah Boggess at nboggess@psrc.org.

Transportation Data Collection and Inventory Work Program

Staff provided a report on the work program to update inventories and research efforts related to the regional transportation system. The Regional Transportation plan was developed with extensive data collection on a variety of transportation topics, including freight, transit, bicycle and pedestrian, traffic signals, transportation demand management, specialized transportation services, streets and highways, and aviation. Staff also provided information on the various uses of the data and how it is incorporated into the transportation system visualization tool. View [presentation](#).

For more information, contact Gil Cerise at gcerise@psrc.org or (206) 971-3053 or Jennifer Barnes at jbarnes@psrc.org or (206) 389-2876.

FHWA Targets and Project Delivery

The Transportation Policy Board was briefed on the status of PSRC's 2023 delivery target for Federal Highway Administration funds. Regions must meet the delivery target for that year's FHWA funds or lose unused portion of funds. The current adopted project tracking includes an allowance for sponsors to request up to a one-year extension. By the April meeting, staff will ask the board to act on the current year's requested project extensions and supplemental funding if necessary to achieve the target. View [presentation](#).

For more information, contact Jennifer Barnes at jbarnes@psrc.org or (206) 389-2876 or Kalon Thomas at kthomas@psrc.org or (206) 389-2877.

In other business, the board:

- Recommended adoption of a Routine Amendment to the 2023-2026 Transportation Improvement Program (TIP).



March 2, 2023

Greater Downtown Kirkland Regional Growth Center Application

PSRC provided an overview of the City of Kirkland's application for a regional growth center. In 2018, PSRC adopted the Regional Centers Framework Update to support VISION 2050's goals of developing compact, livable centers to support regional growth. The City of Kirkland submitted an application to PSRC to develop a Regional Growth Center and designate a center focusing on Kirkland's historic downtown and NE 85th multimodal interchange. PSRC staff will be reviewing the application and preparing a designation report in coordination with city staff. In future meetings, the board will be asked to take action on this plan. [View the meeting video](#) or the [presentation](#).

For more information, please contact Maggie Moore at (206) 464-6171 or mmoore@psrc.org.

2022 Housing Incentives and Tools Survey

PSRC presented the findings from the 2022 Housing Incentives and Tools Survey, which asked local jurisdictions what housing tools they are developing and what tools have been the most successful. The survey was an implementation step for the Regional Housing Strategy and was used to understand the tools and incentives that support the development of housing and affordable housing. Findings from the survey focused on areas of supply, stability, and subsidy. PSRC plans to share the results with local governments and other housing stakeholders and field another survey in 2025. [View presentation](#).

For more information, please contact Laura Benjamin at LBenjamin@psrc.org, or Ben Kahn, at BKahn@psrc.org.

Growth Management Act Projections, Growth Targets, and Land Use Forecast

Staff briefed the board on the 2022 Office of Financial Management growth projections and the implementation of the Regional Growth Strategy through growth targets. Under the Act, counties are responsible for adopting 20-year growth targets, which play a key role in local comprehensive plans. Staff provided an update on the progress of adopting growth targets aligned with the Regional Growth Strategy and the release of the Land Use Vision forecast product in time for comprehensive plan updates in 2024. [View presentation here.](#)

For more information, contact Liz Underwood-Bultmann at 206-464- 6174 or LUnderwood-Bultmann@psrc.org.

Public Participation Plan Update

The board reviewed a draft version of PSRC's updated Public Participation Plan. Staff worked with the Equity Advisory Committee to ensure there are consistent procedures and people have reasonable opportunities to involve themselves in regional planning. The new plan has an expanded emphasis on public participation related to VISION 2050 and the Regional Housing Strategy. [View presentation here.](#)

For more information, contact Michele Leslie at mleslie@psrc.org or Noah Boggess at nboggess@psrc.org.

Information Items

- Save the Date: Joint Board Session on Racial Equity: Affirm, Counter, Transform (ACT), Friday, April 28, 10 AM - 12 PM



March 1, 2023

2024 PSRC Office Relocation

Staff provided the board with a brief update on the new office space and plans for the move. With over ten properties viewed, PSRC executed a new lease for the fifth floor of 1201 Third Avenue in late 2022. The new space will allow for a large board room, provide more meeting rooms, and support a hybrid work environment. The new lease will commence January 1, 2024. [View the meeting](#) or [presentation](#).

For more information, please contact Nancy Buonanno Grennan at nbgrennan@psrc.org or (206) 464-7527.

VISION 2050 & Housing

Staff briefed the board on VISION 2050, the long-term growth strategy for the central Puget Sound Region. VISION 2050 was adopted in October 2020 and includes goals, multicounty planning policies, and implementation actions. The Regional Housing Strategy is an implementation item of VISION 2050 and aims to make a range of affordable, accessible, healthy, and safe housing choices available to every resident. PSRC will continue implementing VISION 2050 and the Regional Housing Strategy through local and sub-regional housing work, including comprehensive plan updates due in 2024. [View presentation](#).

For more information, contact Laura Benjamin at LBenjamin@psrc.org or 206-464-7134 or Paul Inghram at PInghram@psrc.org or 206-464-7549.

Regional Equity Strategy Update

VISION 2050 directs PSRC to develop a Regional Equity Strategy. PSRC and the Equity Advisory Committee have made progress on the Regional Equity Strategy, which includes components of capacity building, data and research, community engagement, and best practices. PSRC shared progress on the Regional Equity Strategy and the 2023 work plan for the Equity Advisory Committee. [View presentation.](#)

For more information, please contact Charles Patton at cpatton@psrc.org.

In other business, the board:

- Joint Board Session on Racial Equity: Affirm, Counter, Transform, Friday, April 28, 10:00AM -12:00 PM.

A video of the meeting is available on the [Watch Board Meetings page](#). Meeting materials, including agendas and presentations, can be found on the [Economic Development District Board: Meeting Materials page](#).



Puget Sound Regional Council

MINUTES

Puget Sound Regional Council Executive Board
Thursday, February 23, 2023
Hybrid Meeting, PSRC Board Room

CALL TO ORDER AND ROLL CALL

The meeting of the Executive Board was called to order at 10:02 AM by King County Councilmember Claudia Balducci, PSRC President. A video of the meeting was streamed live as well as recorded and will be available for viewing on PSRC's website. A call-in number was provided on the meeting agenda for members of the public to call in by phone and listen live to the meeting. Roll call determined attendance and that a quorum was present.

COMMUNICATIONS AND PUBLIC COMMENT

The following individual provided public comment (either written or verbal):

- Alex Tsimmerman

PRESIDENT'S REMARKS

President Claudia Balducci welcomed the following new members and alternates to the Executive Board:

- **Councilmember Kristina Walker** new member representing City of Tacoma
- **Councilmember Jared Mead** new alternate for Snohomish County
- **Commissioner Toshiko Hasegawa** new alternate for Washington State Transportation Commission

President Balducci stated she along with Vice President Erickson are finalizing the 2023 performance goals for Executive Director Josh Brown and will forward to the board soon.

COMMITTEE REPORTS

Vice President Becky Erickson, Chair, Operations Committee, reported at today's Operations Committee meeting, the committee recommended approval of vouchers dated December 31, 2022, through February 6, 2023 in the Amount of \$1,226,734.13 and Contract Authority for Audio-Visual Equipment Purchase and Installation.

The committee also reviewed monthly budget reports and heard a briefing from Ben Bakkenta on the recent safety grant awarded to PSRC.

CONSENT AGENDA

ACTION: It was moved and seconded (Wahl/Backus) to:

- a. **Approve Minutes of Meeting Held January 26, 2023**
- b. **Approve Vouchers Dated December 31, 2022 through February 6, 2023 in the Amount of \$1,226,734.13**
- c. **Approve Contract Authority for Audio-Visual Equipment Purchase and Installation**
- d. **Adopt Routine Amendment to the 2023-2026 Transportation Improvement Program (TIP)**

The motion passed unanimously.

DISCUSSION ITEMS

Safe Streets and Roads for All Safety Action Plan Grant

Ben Bakkenta, PSRC Director of Regional Planning, briefed the Executive Board on a \$4.9 million FHWA Safety Action Plan grant recently awarded to PSRC and six member partners. In September 2022, PSRC applied for a Safety Action Plan grant through the U.S. Department of Transportation's new Safe Streets and Roads for All (SS4A) Program, part of the Bipartisan Infrastructure Law enacted in 2021.

As part of the provisions of the grant program, USDOT reserved the right to ask for multiple grant applications from a single region to consolidate into a single joint application. In November 2022, USDOT contacted PSRC, Burien, Everett, Kent, Redmond, Tukwila, and Pierce County and asked them to do so. PSRC, in coordination with its partners, prepared a revised application and submitted it to the program.

On February 1, the US Department of Transportation announced PSRC and its partners will receive a nearly \$4.9 million grant. The grant will support the development of a Regional Safety Plan – a priority RTP Implementation action – and fund local safety plans for the cities of Burien, Everett, Kent, Redmond, Tukwila, and Pierce County. PSRC will act as the lead agency for the grant.

State Legislative Update

Robin Koskey, PSRC Director of Government Relations and Communications, briefed the board on recent developments at the Washington State Legislature. Increasing housing supply, funding for affordable homes and tenant protections have been at the forefront of discussions by lawmakers this session. A Road Usage Charge bill, an important component of the Regional Transportation Plan, was also introduced and had a public hearing last week.

Americas Competitiveness Exchange Coming to Region in May

Jason Thibedeau, PSRC Economic Development Program Manager, reported on the Americas Competitiveness Exchange coming to the region in May.

From May 14-19, 2023, the Americas Competitiveness Exchange (ACE) is coming to the Greater Seattle region. ACE brings together up to 60 senior-level government, business, policy, and economic decision-makers from across the Americas and beyond.

The ACE program will:

- Showcase the region's diverse range of projects, strategic investments, public-private partnerships, and best practices.
- Expand international cooperation networks and promotes long-term partnerships.
- Strengthen economic development ecosystems and accelerate economic growth.

Visiting delegates will spend a week visiting businesses, organizations, universities, and important cultural sites across King, Kitsap, Pierce and Snohomish Counties. PSRC is leading the coordination of this visit, with financial support from the Washington State Department of Commerce.

INFORMATION ITEMS

Included in the agenda packet was a save the date for the April 28, 2023 Joint Board Session on Affirm, Counter, Transform (ACT) and a call for nominations for the VISION 2050 Awards.

OTHER BUSINESS

There was no other business brought before the board.

NEXT MEETING

The board will next meet on Thursday, March 23, 2023, 10:00 - 11:30 AM. This will be a hybrid meeting.

ADJOURN

The meeting adjourned at 11:32.

Adopted this 23rd day of March 2023.

Councilmember Claudia Balducci, President
Puget Sound Regional Council

ATTEST:

Josh Brown, Executive Director

Attachments:
eb2023feb23-Attendance

Executive Board - February 23, 2023*Members and Alternates that participated for all or part of the meeting included:*

		Attend
King County	EXC Dow Constantine	1
	CM Claudia Balducci	1
	CM Joe McDermott Alt	
	CM Jeanne Kohl-Welles Alt	
Seattle	MYR Bruce Harrell	1
	CM Andrew Lewis	1
	CM Tammy Morales	
	CM Dan Strauss	
	CM Teresa Mosqueda Alt	
	CM Alex Pedersen Alt	
Bellevue	MYR Lynne Robinson	1
	DPT MYR Jared Nieuwenhuis Alt	
Federal Way	MYR Jim Ferrell	1
	Vacant Alt	
Kent	MYR Dana Ralph	1
	CM Toni Troutner Alt	1
Kirkland	MYR Penny Sweet	1
	DP MYR Jay Arnold Alt	1
Renton	MYR Armondo Pavone	1
	CM James Alberson, Jr. Alt	
Redmond	MYR Angela Birney	1
	CM Jessica Forsythe Alt	
Auburn	MYR Nancy Backus	1
	CM Larry Brown Alt	
Other Cities/Towns in King County	CM Chris Roberts, Shoreline	1
	MYR Jeff Wagner, Covington	
	CM James McNeal, Bothell	
	MYR Mary Lou Pauly, Issaquah Alt	1
	MYR Jan Molinaro, Enumclaw Alt	1
	MYR Rob McFarland, North Bend Alt	1
Kitsap County	COM Charlotte Garrido	1
	COM Robert Gelder Alt	1
Bremerton	MYR Greg Wheeler	1
	CM Jeff Coughlin Alt	1
Port Orchard	MYR Rob Putaansuu	1
	CM Jay Rosapepe Alt	
Other Cities/Towns in Kitsap County	MYR Becky Erickson, Poulsbo	1
	CM Joe Deets, Bainbridge Island Alt	1
Pierce County	EXC Bruce Dammeier	
	CM Ryan Mello	1
	CM Dave Morell Alt	
Tacoma	CM Kristina Walker	1
	CM Keith Blocker Alt	
Lakewood	CM Don Anderson	
	CM Linda Farmer Alt	
Other Cities/Towns in Pierce County	MYR Pro Tem Javier Figueroa, University Place	1
	DP MYR Ned Witting, Puyallup Alt	
Snohomish County	EXC Dave Somers	1
	CM Sam Low	
	CM Jared Mead Alt	
Everett	MYR Cassie Franklin	1
	CM Don Schwab Alt	
Other Cities/Towns in Snohomish County	MYR Barbara Tolbert, Arlington	1
	MYR Pro Tem Bryan Wahl, Mountlake Terrace	1
	MYR Mason Thompson, Bothell Alt	
Port of Bremerton	COM Axel Strakeljahn	1
	COM Cary Bozeman Alt	
Port of Everett	COM David Simpson	1
	COM Glen Bachman Alt	
Port of Seattle	COMM Sam Cho	1
	COMM Toshiko Hasegawa Alt	
Port of Tacoma	COM Dick Marzano	1
	COMM Kristin Ang Alt	
Washington State Department of Transportation	Secretary Roger Millar	1
	Julie Meredith Alt	
Washington State Transportation Commission	COMM Nicole Grant	
	COMM Jerry Litt Alt	



Puget Sound Regional Council

CONSENT AGENDA

March 16, 2023

To: Executive Board

From: Mayor Becky Erickson, Chair, Operations Committee

Subject: **Approve Vouchers Dated January 31, 2023 through March 6, 2023 in the Amount of \$896,344.51**

IN BRIEF

Two representatives of the Operations Committee review and sign off on the vouchers. In accordance with RCW 42.24.080, following the Operations Committee's review, the Executive Board approves the vouchers. Since the meeting is being attended remotely, PSRC will email voucher information to 2 members of the Operations Committee for review and approval.

RECOMMENDED ACTION

Recommend the Executive Board approve the following vouchers:

REQUESTED

WARRANT DATE

02/13/23 - 03/06/23

01/31/23 - 02/15/23

VOUCHER NUMBER

AP Vouchers

Payroll

TOTALS

\$ 157,927.10

\$ 738,417.41

\$ 896,344.51

For additional information, please contact Andrew Werfelmann at 206-971-3292; email awerfelmann@psrc.org.



Puget Sound Regional Council

CONSENT AGENDA

March 16, 2023

To: Executive Board

From: Mayor Becky Erickson, Chair, Operations Committee

Subject: **Approve Increased Contract Authority for Low Voltage Installation**

IN BRIEF

Authorization by the Executive Board is required for the Executive Director to enter a contract in excess of \$10,000 per year. In January, the Executive Board approved authorization for low voltage cabling in an amount not to exceed \$121,000 for installation in PSRC's new office space. After receiving four estimates, staff is requesting increased authority in an amount not to exceed \$185,000.

RECOMMENDED ACTION

Recommend the Executive Board to authorize the Executive Director to enter one or more contracts for low voltage installation in an amount not to exceed \$185,000.

BUDGET IMPACT

The adopted Biennial Budget and Work Program includes sufficient funds within the budget for the down payment needed to secure the purchase of the low voltage cabling for PSRC's new office space. The remainder of the expenditure will be reflected in the biennial budget and work program proposal for Fiscal Years 2024-2025.

DISCUSSION

On July 28, 2022, the Executive board authorized the Executive Director to execute a lease for new office space at 1201 3rd Avenue in downtown Seattle, effective January 1, 2024. The lease, as executed, requires the landlord to pay for the entirety of the construction-related tenant improvements. PSRC is responsible for certain improvements, such as cabling, required to ensure access to internet, computer networks, phones, and web-streaming.

In February 2023, the Executive Board approved authorization for low voltage cabling (or IT cabling) in an amount not to exceed \$121,000. Staff reached out to vendors who successfully bid for the state's contracts for IT cabling and received four estimates ranging from \$150,000 to \$390,000. Staff selected the vendor with the lowest cost estimate and is seeking contract authority with some built-in contingency.

For more information, please contact Piset Khuon, Senior Information Technology Specialist, at pkhuon@psrc.org or (206) 971-3271 or Nancy Buonanno Grennan, Deputy Executive Director, at nbgrennan@psrc.org or (206) 464-7527.



Puget Sound Regional Council

CONSENT AGENDA

March 16, 2023

To: Executive Board

From: Mayor Becky Erickson, Chair, Operations Committee

Subject: **Approve Contract Authority for 2023 General Assembly**

IN BRIEF

Authorization by the Executive Board is required for the Executive Director to enter into a contract in excess of \$10,000 per year. A request is being made to authorize the Executive Director to enter into one or more contracts to include but not limited to space rental, catering, and audio/visual expenses related to the 2023 General Assembly.

RECOMMENDED ACTION

Recommend that the Executive Board authorize the Executive Director to enter into one or more contracts for support of the 2023 General Assembly. The total cost for all contracts will not exceed \$30,000.

BUDGET IMPACT

The adopted Fiscal Years 2022-2023 Supplemental Biennial Budget and Work Program includes funding for this project. Total budget for the contract is not to exceed \$30,000.

DISCUSSION

The Puget Sound Regional Council General Assembly includes all mayors, county executives, commissioners, and councilmembers of PSRC member jurisdictions, tribes and statutory members. Each elected representative is a voting member of the General Assembly. The General Assembly will meet on May 30, 2023, to adopt the FY2024-2025 biennial budget and work program and elect new officers.

If you have any questions, please contact Josh Brown at 206-464-7515 or email jbrown@psrc.org; or Sheila Rogers at 206-464-5815 or email srogers@psrc.org.



Puget Sound Regional Council

CONSENT AGENDA

March 16, 2023

To: Executive Board

From: Mayor Dana Ralph, Chair, Transportation Policy Board

Subject: **Adopt Routine Amendment to the 2023-2026 Transportation Improvement Program (TIP)**

IN BRIEF

Four agencies submitted five projects this month for routine amendment into the Regional TIP. The projects are summarized in Exhibit A. These projects were awarded local, state, and federal funding through various funding processes, such as the Connecting Washington funds managed by the Washington State Department of Transportation. PSRC staff reviewed the projects for compliance with federal and state requirements, and consistency with VISION 2050 and the Regional Transportation Plan. At its meeting on March 9, the Transportation Policy Board recommended adoption of the amendment.

RECOMMENDED ACTION

The Executive Board should adopt an amendment to the 2023-2026 Regional TIP to include the projects as shown in Exhibit A.

DISCUSSION

Under the Infrastructure Investment and Jobs Act (IIJA), PSRC has project selection authority for all projects programming regional funds from the Federal Highway Administration (FHWA) - Surface Transportation Block Grant Program (STBG) and Congestion Mitigation and Air Quality Improvement Program (CMAQ) - and Federal Transit Administration (FTA) - Urbanized Area Formula Program (5307), State of Good Repair (5337), and Bus and Bus Facilities Formula (5339).

While PSRC does not have project selection authority for other types of federal, state, or local funds, the Executive Board does have responsibility for adding these projects to the Regional TIP. Each project must comply with requirements regarding plan consistency, air quality, and financial constraint. The attached Exhibit A illustrates the action needed to amend the Regional TIP.

The recommended action would approve the TIP amendment request based on a finding of consistency with VISION 2050, the Regional Transportation Plan, and the air quality conformity determination of the Regional TIP. Approval is also based on a determination that funding is reasonably expected to be available to carry out the project. Information describing plan consistency, air quality conformity, and the funding basis for approving the request is further described below.

Consistency with VISION 2050 and the Regional Transportation Plan

The projects recommended for action were reviewed by PSRC staff and have been determined to be consistent with the multicounty policies in VISION 2050 and the Regional Transportation Plan.

Air Quality Conformity

The projects in Exhibit A were reviewed and it has been determined that a new air quality analysis and conformity determination is not required because each project falls into one or more of the following categories:

- It is exempt from air quality conformity requirements.
- It is an existing project already included in the current air quality modeling.
- It is a non-exempt project not able to be included in the regional model.

Funding Reasonably Expected to be Available

For the projects in Exhibit A, PSRC has confirmed that the funds are reasonably expected to be available.

PSRC's Project Tracking Policies

Detailed below is a request from King County Metro for modifications to PSRC's FTA funds for this amendment. The modifications were found to be consistent with PSRC's project tracking policies and were reviewed and recommended by the Transportation Operations Committee (TOC) after an online vote, completed on December 2, 2022.

King County Metro requests a redistribution of \$928,576 in federal fiscal year (FFY) 2022 FTA earned share funds from the " West Seattle Terminal Replacement" project to the "Vehicle, Equipment and Facilities Maintenance 2021-2024" project. The redistribution is needed because the agency decided it is not moving forward at this time with work on the West Seattle Terminal Replacement Project. The "Vehicle,

Equipment and Facilities Maintenance 2021-2024" project will use the additional funds for further preventative maintenance activities.

Federal and State Fund Source Descriptions

The following federal and state funding sources are referenced in Exhibit A.

5307	FTA Urbanized Area Formula Program
BR	The Local Bridge Program provides funding for eligible bridges on public roads
FHWA Discretionary	Other national discretionary FHWA awards
FTA Discretionary	Other national discretionary FTA awards
MAW	Move Ahead Washington funds
MVA	State funds from the Motor Vehicle Account
NHPP	Provides support for the condition and performance of the National Highway System (NHS)

For more information, please contact Jennifer Barnes at 206-389-2876 or jbarnes@psrc.org.

Attachments:
Exhibit A

Month: March

Year: 2023

Project(s) Proposed for
Routine Amendment to 2023-2026 TIP

Exhibit A

Sponsor	Project Title and Work Description	Funding	PSRC Action Needed			
			Project Tracking	New Project/Phase	Other	UPWP Amend
1. King County Department of Transportation (Transit)	Vehicle, Equipment and Facilities Maintenance 2021-2024 Existing project redistributing funds from KCFD-12: West Seattle Terminal Replacement to MET-253: Vehicle, Equipment and Facilities Maintenance 2021-2024 for further preventative maintenance activities.	\$928,576	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		Federal 5307(Urban)				
		\$232,144				
		Local				
		\$1,160,720				
		Total				
2. Seattle	4th/Argo Railyard Bridge Replacement Planning Study New project programming a planning phase to complete type, size, and location analysis for the 4th/Argo Railyard Bridge Replacement.	\$600,000	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		Local				
		\$2,400,000				
		Federal FHWA Discretionary				
		\$3,000,000				
		Total				
3. Seattle	Seattle Center Monorail Station Reconfiguration New project programming preliminary engineering and construction phases to make accessibility improvements of the Seattle Center Monorail Station. These are previously awarded funds not yet programmed.	\$15,000,000	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		Federal FTA Discretionary				
		\$3,051,546				
		Federal 5307(Urban)				
		\$5,000,000				
		MAW				
		\$23,051,546				
		Total				
4. Tukwila	42nd Ave S Bridge Replacement Existing project adding funds to preliminary engineering phase and programming a construction phase to replace the 42nd Ave S steel truss bridge.	\$12,000,000	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		Federal BR				
		\$17,000,000				
		MAW				
		\$29,000,000				
		Total				
5. WSDOT South Central Region	I-90/2.77 Miles East of Tinkham Rd WB - Slope Stabilization Existing project programming a right-of-way and adding funds to construction phase to install anchors, rock bolts, and dowels to stabilize slope west of Snoqualmie Pass along westbound I-90.	\$769,573	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		Federal NHPP				
		\$65,476				
		MVA				
		\$835,049				
		Total				



Puget Sound Regional Council

ACTION ITEM

March 2, 2023

To: Executive Board

From: Mayor Dana Ralph, Chair, Transportation Policy Board

Subject: **Approve Working Group Recommendation on FTA Funding Distribution Methodology**

IN BRIEF

For the past six months, a working group consisting of Transportation Policy Board members and transit agency leadership has been convened to review the methodology by which PSRC's Federal Transit Administration (FTA) funding is distributed. This working group was formed at the request of PSRC's Executive Committee.

At its meeting on March 9, the Transportation Policy board recommended Executive Board approval of the working group recommendation for revisions to PSRC's FTA funding process.

RECOMMENDED ACTION

The Executive Board should approve the recommended revisions to the methodology used to distributed PSRC's FTA funding, as described in this memo and summarized in Attachments A and B.

DISCUSSION

PSRC has project selection authority over certain funding programs under the Federal Transit Administration (FTA), which are apportioned by FTA to urbanized areas around the country. There are three urbanized areas (UZAs) in the region, as designated by the U.S. Census. These are the Seattle-Tacoma-Everett UZA, the Bremerton UZA, and the Marysville UZA. Kitsap Transit and Community Transit are the sole transit agencies within the Bremerton and Marysville UZAs, respectively. In the Seattle-Tacoma-Everett

UZA, there are multiple transit agencies, including three agencies that provide service within the Seattle-Tacoma-Everett UZA, but are located outside of it. These include Kitsap Transit in Kitsap County, Intercity Transit in Thurston County, and Skagit Transit in Skagit County.

The national FTA distribution formula allocates transit funds to UZAs using U.S. Census data and transit system performance and operating data obtained from the National Transit Database (NTD), which is populated with annual data submitted by each transit agency. Information is provided below on the distribution process utilized in the region since 2004, including how the NTD data has been used in the methodology. Following that section, the deliberations of the working group and the resulting recommendations for revisions to the process are described.

Historic Distribution Process

Since Kitsap Transit and Community Transit are the only transit agencies operating in the Bremerton and Marysville UZAs, FTA funds within those UZAs are distributed directly to those two agencies. Given the multiple transit agencies operating within the Seattle-Tacoma-Everett UZA, a more complex methodology has been developed. The majority of funds (approximately 86%) have been allocated to the UZA based on the service and operating characteristics of each transit agency as identified in the NTD. Per adopted regional policy since 2004, a detailed Excel tool is utilized to disaggregate the federal formula and identify the amount of funds attributable to each agency. Historically, these funds have then been distributed to each transit agency based on this data, called the “earned share” distribution. Per the adopted regional policy, the three external agencies noted above are able to access the FTA funds earned from the service they provide within the Seattle-Tacoma-Everett UZA. The remaining funds, approximately 14%, have been allocated to the UZA based on regional attributes such as population density. This portion of funds has historically been split between a regional competition and a preservation set-aside. In addition, a small proportion of the regional funds has been used to provide a minimum floor adjustment to agencies whose earnings are less than 1% of the total earned share funding in the UZA.

TPB FTA Working Group Discussions and Recommendation

During the distribution of pandemic relief funds to the transit agencies in 2020 and 2021, questions were raised at the Executive Board regarding whether the earned share methodology- as described above- is the most equitable way to distribute funds across the region. As such, the Executive Board directed PSRC staff to continue the work to review the distribution methodology, and in June 2022, the Transportation Policy Board directed the development of a small working group to be comprised of board members and transit agency leadership. Representation on the working group included the following members:

- Councilmember Ryan Mello, Pierce County and TPB Vice Chair

- Mayor Becky Erickson, Poulsbo
- Councilmember Kim Daughtry, Lake Stevens
- Councilmember Ben Zarlingo, Everett
- Councilmember Kristina Walker, Tacoma
- Councilmember Kate Kruller, Tukwila
- Mayor Mary Lou Pauly, Issaquah
- Michelle Allison, King County Metro
- Kimberly Farley, Sound Transit
- Patty Rubstello, Washington State Ferries
- Hester Serebrin, Transportation Choices Coalition

The working group met six times between September 2022 and February 2023 and held robust discussions on various aspects of the current system, as well as principles regarding an equitable funding distribution. As part of these discussions, there was agreement on several key foundation principles, including the need to revisit and evaluate the long-standing distribution methodology against current needs and key policy issues such as equity.

There was strong agreement among working group members on the need to improve transit service for historically underserved populations and to equitably distribute federal funding, in line with PSRC's equity focus populations – people of color, people with low incomes, seniors, youth, people with disabilities and people with limited English proficiency.

In addition, working group members felt the methodology should honor the fiscal needs and commitments already made by the region's transit agencies. For example, transit agencies have built assumptions about FTA funding into their budgets and made commitments to the public based on those assumptions; as such, the funding methodology should focus on equity while preserving the fundamentals of the earned share distribution.

The working group also discussed the various transit services provided throughout the region and agreed the funding methodology should focus on local service needs and not just high-capacity transit.

The final recommendation of the working group is provided in Attachment A. In summary, the recommendation retains the earned share distribution but modifies the distribution methodology of the regional portion of PSRC's FTA funds. Whereas before these funds were distributed via a regional competition and a preservation set-aside, the working group recommendation would instead distribute these dollars entirely via an equity formula. The working group conducted a deep dive into the underlying data and methodology proposed for the equity formula, and the resulting recommendation is described in Attachment A.

The last FTA funding process conducted by PSRC distributed 2023-2024 funding. This revised methodology would apply to PSRC's 2025-2026 FTA funding, as well as to any increases in final 2023-2024 funding that would be processed during the annual adjustments process.

The working group recommendation will be presented as an action item at the March 9 meeting of the Transportation Policy Board. This is a majority recommendation and a minority opinion is expressed in Attachment A. Each working group member has signed on to the recommendation as described, to reflect their endorsement of the proposal and their commitment to the underlying equity principles. While equity was previously incorporated in the evaluation criteria for the FTA regional competition, this recommendation reflects a significant new focus on equity for PSRC's FTA funding, equal to 14% of the total amount available.

For additional information, please contact Kelly McGourty at kmcgourty@psrc.org or (206) 971-3601.

Attachments:

A - TPB FTA Working Group Recommendation

B - Recommendation for Revised FTA Funding Distribution Methodology

ATTACHMENT A: TPB FTA WORKING GROUP RECOMMENDATION

Details of the TPB FTA Working Group recommendation on revisions to the methodology for distributing PSRC's FTA funds in the future are provided below. This recommendation is relevant only to the Seattle-Tacoma-Everett UZA, which contains multiple transit agencies. A summary table illustrating the differences between the historic process and the recommended process is also provided in Attachment B.

Earned Share Funding

The recommended distribution methodology maintains the existing earned share distribution process, which calculates the dollars earned in the region from the service and operating characteristics of each transit agency and distributes funds according to those percentages. This amount has historically been approximately 86% of the total funds.

The earned share distribution supports equity by reinvesting in and maintaining the current system. Equity policies are embedded in current transit agency decisions regarding the allocation of resources.

Equity Formula Distribution

The remaining 14% of the funding earned in the region is based on regional attributes such as population density. A new approach is recommended to focus the distribution of this funding more precisely on equity.

An equity formula distribution is proposed, using a focused and intentional methodology that looks at all transit service being provided to the region's equity focus populations and distributing funds accordingly. The six equity focus populations referenced in PSRC's planning work include people of color, people with low incomes, seniors, youth, people with disabilities and people with limited English proficiency. Funds would be distributed not based on the type and amount of service provided by each transit agency, as is done in the earned share distribution, but rather by the proportion of the region's equity focus populations being served.

The methodology would calculate the percentage of equity focus populations within a ½ mile walkshed of all bus stops and a 1-mile walkshed of all rail stops for each transit agency. Due to the unique nature of their waterfront service locations, ferry providers would be provided funding based on what they would have received in formula-based funding under the existing methodology.

Monitoring and Reporting

It is further recommended that each transit agency will identify how the funds being allocated will be used to support equity, and to monitor equity outcomes over time. Per existing practice, once the distribution formula is determined each agency will identify specific projects to be awarded funding which are then forwarded to the PSRC

boards for final approval. It is proposed that at the point of project submittal, each agency will include a description of how each project will support and improve equity. PSRC will work with the Transportation Operators Committee to develop guidelines for these submissions and the specific level of detail that should be provided for each project. At the time the 2025-2026 project list is ready for recommendation to the Transportation Policy Board, this information will be made available for review.

In addition, it is proposed that PSRC continue to monitor transit and equity-related data such as transit ridership and service across the six equity focus areas to the extent feasible, to be reported in the RTP Performance Dashboard. Further, information related to improving equity and equity trends may be incorporated into future Transit Integration Reports, which are developed annually and describe coordination efforts amongst the region's transit agencies. It is further proposed that PSRC work with the Transportation Operators Committee to identify a baseline and specific metrics against which future success will be monitored. At the time of the project recommendations noted above, a recommendation on this process will be made to the Transportation Policy Board.

Lastly, it is recommended that the reporting and monitoring identified above also be provided to the TPB Transit Caucus. In addition, as is the current practice, prior to any future funding distributions these procedures will be revisited and an assessment conducted.

Minority Report


The recommendation above was made by the majority of members but was not unanimous. Three working group members – Councilmember Mello from Pierce County, Councilmember Walker from Tacoma, and Councilmember Zarlingo from Everett - would prefer that a larger share of the funding (24% vs 14%) be distributed via the equity formula rather than the earned share formula. Key points from the minority opinion are summarized below.

PSRC distributes funding to projects approximately every two years based on estimates of future FTA funding allocations. The Bipartisan Infrastructure Law (BIL) passed in 2021 provided a large and unexpected increase in FTA formula funding, which provides an opportunity to reinvest in new ways.

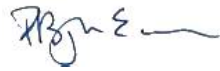
The earned share distribution formula rewards established transit agencies and services and does not support smaller agencies seeking to grow that need additional funding to do so. A higher share of the funding distributed via an equity formula would provide a greater opportunity to invest more in local transit.

In addition, a higher share of funding distributed via an equity formula would provide more funding for local transit services that will a) provide better access to regional and high-capacity transit, and b) include a greater focus on equity focus populations.


Signatories


Ryan N. Mello (Mar 1, 2023 12:54 PST)

Councilmember Ryan Mello, Pierce County and TPB Vice Chair



Mayor Becky Erickson, Poulsbo


Kim Daughtry (Mar 3, 2023 08:47 PST)


Councilmember Kim Daughtry, Lake Stevens



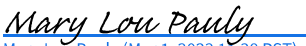
Councilmember Ben Zarlingo, Everett


Kristina Walker (Mar 2, 2023 15:08 PST)

Deputy Mayor Kristina Walker, Tacoma


Kate Kruller (Mar 1, 2023 21:59 PST)


Councilmember Kate Kruller, Tukwila


Mary Lou Pauly (Mar 1, 2023 11:38 PST)

Mayor Mary Lou Pauly, Issaquah



Michelle Allison, King County Metro


Kimberly Farley (Mar 1, 2023 12:31 PST)

Kimberly Farley, Sound Transit



Patty Rubstello, Washington State Ferries


Hester Serebrin (Mar 7, 2023 15:50 PST)

Hester Serebrin, Transportation Choices Coalition

ATTACHMENT B: RECOMMENDATION FOR REVISED FTA FUNDING DISTRIBUTION METHODOLOGY

The table below illustrates the impacts of the recommendation compared to the existing process, as applied to draft estimates of expected 2025-2026 funding.

	Existing Process		Recommendation	% change from Existing
Earned Share Distribution by Agency (86% of Total)	\$478.4	Percentage of Earned Share Total	\$478.4	0.0%
<i>Community Transit</i>	\$30.2	6.3%	\$30.2	0.0%
<i>Everett Transit</i>	\$2.3	0.5%	\$2.3	0.0%
<i>King County Metro</i>	\$218.4	45.7%	\$218.4	0.0%
<i>Pierce County Ferries</i>	\$2.7	0.6%	\$2.7	0.0%
<i>Pierce Transit</i>	\$16.5	3.5%	\$16.5	0.0%
<i>City of Seattle</i>	\$1.9	0.4%	\$1.9	0.0%
<i>Sound Transit</i>	\$154.0	32.2%	\$154.0	0.0%
<i>Washington State Ferries</i>	\$42.3	8.9%	\$42.3	0.0%
<i>External Agency: Kitsap Transit</i>	\$3.3	0.7%	\$3.3	0.0%
<i>External Agency: Skagit Transit</i>	\$1.0	0.2%	\$1.0	0.0%
<i>External Agency: Intercity Transit</i>	\$5.6	1.2%	\$5.6	0.0%
Regional Distribution (14% of Total)*	\$77.9		\$77.9	0.0%
Regional Competition	\$41.7		n/a	--
Preservation Set-Aside	\$34.2	Percentage of Regional Total*	Equity Formula Distribution**	
<i>Community Transit</i>	\$2.2	2.9%	\$11.7	15.0%
<i>Everett Transit</i>	\$0.2	0.3%	\$2.8	3.6%
<i>King County Metro</i>	\$15.9	21.0%	\$33.6	43.1%
<i>Pierce County Ferries</i>	\$0.2	0.3%	\$0.2	0.3%
<i>Pierce Transit</i>	\$1.2	1.6%	\$11.0	14.1%
<i>City of Seattle</i>	\$0.1	0.1%	\$2.5	3.2%
<i>Sound Transit</i>	\$11.2	14.8%	\$12.9	16.6%
<i>Washington State Ferries</i>	\$3.1	4.1%	\$3.2	4.1%

* The existing process also included a modest minimum floor adjustment taken from the regional portion of funds, to bring those agencies earning less than 1% of the earned share total up to 1%.



Puget Sound Regional Council

ACTION ITEM

March 16, 2023

To: Executive Board

From: Josh Brown, Executive Director

Subject: **Approve Release of the Public Participation Plan for Public Comment**

IN BRIEF

PSRC staff have been working with the Equity Advisory Committee to update the Public Participation Plan. A draft version has been reviewed by the Economic Development District Board, Growth Management Policy Board, Regional Staff Committee and Transportation Policy Board this month. The Public Participation Plan must be released for a 45-day public comment period prior to adoption.

RECOMMENDED ACTION

The Executive Board is asked to release the Public Participation Plan for public comment from March 23 to May 8, 2023.

DISCUSSION

The Puget Sound Regional Council maintains a Public Participation Plan to establish consistent procedures to ensure people have reasonable opportunities to be involved in the regional planning process and provide examples of the types of tools and techniques the agency may use to communicate with the public. Public Participation Plans are a federal requirement for Metropolitan Planning Organizations (MPO). PSRC's Public Participation Plan was last updated in 2018.

The new draft Public Participation Plan has an enhanced focus on equity, updated goals, desired outcomes, guiding principles and best practices, as well as a suite of new techniques and tools for engagement. The new draft also has updated program areas to reflect PSRC's current work program, more information about VISION 2050, and the Regional Economic Strategy.

The draft Public Participation Plan is [available for review on our website](#).

The draft plan may be revised based on public comments received and will return to the Executive Board for final adoption this spring.

For more information, contact Michele Leslie at mleslie@psrc.org or Noah Boggess at nboggess@psrc.org.



Puget Sound Regional Council

DISCUSSION ITEM

March 16, 2023

To: Executive Board

From: Josh Brown, Executive Director

Subject: **Greater Downtown Kirkland Regional Growth Center Application**

IN BRIEF

Staff will provide an overview of the City of Kirkland's application for regional growth center designation. The board will have the opportunity to ask questions and provide feedback to staff.

DISCUSSION

In March 2018, PSRC adopted the [Regional Centers Framework Update](#). This policy document clarifies the types of central places within the region; establishes criteria and planning expectations to ensure centers are continuing to be successful; provides for consistent designation for regional and countywide centers across the region; and addresses requirements for new centers and redesignation of existing regional centers. The Framework supports VISION 2050's objective of encouraging the development of compact, livable centers as an opportunity to accommodate a significant portion of the region's growth. The Framework defines two types of Regional Growth Centers (RGCs): Urban and Metro. Each growth center has specific designation criteria that require a minimum number of existing and planned activity unit densities (people and jobs), a mix of uses, transit access, and market potential.

Following the adoption of the Framework, the PSRC Executive Board adopted [designation procedures for new centers](#) in June 2018. The Framework established application deadlines, with the first application period for new regional centers ending on December 31, 2019. After this deadline, the application and review of new regional centers are limited to approximately every five years, following the results of the center's performance monitoring or during VISION updates.

Application Background

On December 30, 2019, PSRC received an application from the City of Kirkland for the designation of Greater Downtown Kirkland as an Urban Regional Growth Center. PSRC staff reviewed the application materials for consistency with the designation procedures

85th Street Station Area Plan and Moss Bay Neighborhood Plan. Additional goals for the center include; maximizing the use of the future Bus Rapid Transit (BRT) station to serve the Greater Downtown, promoting regional growth goals, and complementing the planned growth in the other Eastside regional growth centers.

The Greater Downtown Kirkland Regional Growth Center primarily consists of the Moss Bay neighborhood and the NE 85th Street Station Area. Kirkland City Council adopted the revised Moss Bay Neighborhood Plan on December 14, 2021, and the NE 85th Street Subarea Plan June 28, 2022. These plans address a broad land use pattern, urban design and character, and future planning for the proposed regional center.

PSRC staff is reviewing the application and preparing a designation report in coordination with staff from the city. If PSRC designated the Greater Downtown Kirkland Regional Growth Center, it would be the second designated regional center in Kirkland (Totem Lake was designated as a center in 2003) and the 30th regional growth center in the central Puget Sound region.

Next Steps

PSRC will consider the feedback received from boards and committees and work with city staff to finalize the designation and plan certification reports.

The designation application and subarea plan will be brought to future meetings of the policy boards, and members will be asked to take actions to recommend designation and plan certification before action is taken by the Executive Board.

For more information, please contact Maggie Moore at (206) 464-6171 or mmoore@psrc.org



Puget Sound Regional Council

DISCUSSION ITEM

March 15, 2023

To: Executive Board
From: Josh Brown, Executive Director
Subject: **PSRC Youth Engagement**

IN BRIEF

PSRC is introducing a summer youth engagement program called Summer Planning Academy (SPA) beginning in July 2023. The first cohort of SPA will feature 20 students and the application period is now open.

DISCUSSION

In summer 2023, staff are conducting a youth engagement program called PSRC Summer Planning Academy (SPA). This effort is a product of the Hiring and Retention working group of the Regional Equity Action Plan. The goals of a structured youth engagement program include:

- Introducing individuals to the planning process and profession at an early age.
- Engaging young people on a regular basis to provide input on PSRC's policies and programs.
- Promoting equity in the region by actively recruiting and engaging youth from diverse backgrounds including Black, Indigenous, and people of color (BIPOC) communities, low-income residents, and people with disabilities.

The program is open to any rising high school student in the region who will be 16 years old by the start of the program. SPA will take place on four consecutive Fridays beginning July 21, 2023. Each day will educate students on planning topics in the region, introduce them to panelists and speakers contributing to this work, and include site visits to relevant locations across the four counties. The four curriculum topics being covered are MPO Basics, Transit, Environment, and combined session on Housing and Equity.

Following successful completion of SPA, students will be eligible for a \$500 scholarship.

The application for SPA is open through May 15. Please reference [PSRC's SPA website](#) for more information and the online application.

For more information, contact Noah P. Boggess at nboggess@psrc.org.



Puget Sound Regional Council

INFORMATION ITEM

March 16, 2023

To: Executive Board
From: Josh Brown, Executive Director
Subject: **New Employee Status Report**

PSRC has one new employee:

Alexa Leach – Administrative Assistant I in Transportation Planning Division.

Alexa has a Bachelor's degree in Business Management from West Virginia University. Prior to joining PSRC, Alexa was a Senior Representative at BNY Mellon in Pittsburgh, PA.

For more information, please contact Thu Le at 206-464-6175 or tle@psrc.org.



Puget Sound Regional Council

INFORMATION ITEM

March 16, 2023

To: Executive Board

From: Josh Brown, Executive Director

Subject: Fiscal Year 2022 Audit Results for Puget Sound Regional Council and the Central Puget Sound Economic Development District

On March 10, 2023, the State Auditor's Office (SAO) held their annual exit conference via Teams. At the exit conference, the SAO presented the results of their audit of both PSRC and CPSEDD. Both PSRC and CPSEDD had clean audits with no findings, management letters or exit items to report.

Audit reports, including financials, will be published the week of March 20, 2023 on the SAO website at: www.sao.wa.gov.

For more information, please contact Lili Mayer at (206) 688-8221 or LMayer@psrc.org.

Attachments:

FY22 Audit Exit Conference Summary



Office of the Washington State Auditor

Pat McCarthy

Exit Conference: Puget Sound Regional Council and Central Puget Sound Economic Development District

The Office of the Washington State Auditor's vision is increased trust in government. Our mission is to provide citizens with independent and transparent examinations of how state and local governments use public funds, and develop strategies that make government more efficient and effective.

The purpose of this meeting is to share the results of your audit and our draft reporting. We value and appreciate your participation.

Audit Reports

We will publish the following reports:

- Accountability audit for July 1, 2021 through June 30, 2022 for **PSRC** – see draft report.
- Financial statement July 1, 2021 through June 30, 2022 for **CPSEDD**– see draft report.
- Financial statement and federal compliance audit for July 1, 2021 through June 30, 2022 for **PSRC** – see draft report.

Audit Highlights

- We are pleased to note that we have no findings, management letters, or exit items to report.
- We would like to thank Lili Mayer, Andrew Werfelmann, Melissa Taylor, Patty Jakala and accounting staff for their open communication and timely responsiveness.

Financial Statement Audit Communication

We would like to bring the following to your attention:

- There were no identified any material misstatements during the audit.
- There were no uncorrected misstatements in the audited financial statements.

Finalizing Your Audit

Report Publication

Audit reports are published on our website and distributed via email in a .pdf file. We also offer a subscription service that notifies you by email when audit reports are released or posted to our website. You can sign up for this convenient service at <https://portal.sao.wa.gov/SAOPortal>.

Management Representation Letter

We have included a copy of representations requested of management.

Audit Cost

At the beginning of the audit, we estimated the cost of the audit to be \$48,000 for PSRC and \$10,300 for CPSEDD and actual audit costs will approximate that amount.

Your Next Scheduled Audit

Your next audit is scheduled to be conducted in late 2023 and early 2024 and will cover the following general areas:

- Accountability for public resources (PSRC)
- Financial statement (PSRC and CPSEDD)
- Federal programs (PSRC)

The estimated cost for the next audit based on current rates is \$48,000 for PSRC and \$10,300 for CPSEDD plus travel expenses. This preliminary estimate is provided as a budgeting tool and not a guarantee of final cost.

If expenditures of federal awards are \$750,000 or more in any fiscal year, notify our Office so we can schedule your audit to meet federal Single Audit requirements. Federal awards can include grants, loans, and non-cash assistance like equipment and supplies.

Working Together to Improve Government

Audit Survey

When your report is released, you will receive an audit survey from us. We value your opinions on our audit services and hope you provide feedback.

Local Government Support Team

This team provides support services to local governments through technical assistance, comparative statistics, training, and tools to help prevent and detect a loss of public funds. Our website and client portal offers many resources, including a client Help Desk that answers auditing and accounting questions. Additionally, this team assists with the online filing of your financial statements.

The Center for Government Innovation

The Center for Government Innovation at the Office of the Washington State Auditor offers services specifically to help you help the residents you serve at no additional cost to your government. What does this mean? We provide expert advice in areas like Lean process improvement, peer-to-peer networking, and culture-building to help local governments find ways to be more efficient, effective and transparent. The Center can help you by providing assistance in financial management, cybersecurity and more. Check out our best practices and other resources that help local governments act on accounting standard changes, comply with regulations, and respond to recommendations in your audit. The Center understands that time is your most precious commodity as a public servant, and we are here to help you do more with the limited hours you have. If you are interested in learning how we can help you maximize your effect in government, call us at (564) 999-0818 or email us at Center@sao.wa.gov.

Questions?

Please contact us with any questions about information in this document or related audit reports.

Kelly Collins, CPA, CFE, Director of Local Audit, (564) 999-0807, Kelly.Collins@sao.wa.gov

Wendy Choy, Assistant Director of Local Audit, (425) 502-7067 Wendy.Choy@sao.wa.gov

Joe Simmons, Program Manager, (206) 613-7628, Joseph.simmons@sao.wa.gov

Sophia Sullam, Assistant Audit Manager, (206) 613-7629, Sophia.sullam@sao.wa.gov

Kathy Fleming, Audit Lead, (206) 613-7637, Kathy.fleming@sao.wa.gov



Puget Sound Regional Council

INFORMATION ITEM

March 16, 2023

To: Executive Board

From: Josh Brown, Executive Director

Subject: **Fiscal Years 2024-2025 Biennial Budget and Work Program**

IN BRIEF

On Thursday, March 23, 2023, the Operations Committee will be asked to recommend the Executive Board approve the Fiscal Years 2024-2025 Biennial Budget and Work Program for adoption by the General Assembly. The Executive Board will receive the budget as an information item in March and is scheduled to take action at its meeting on April 29. The General Assembly is scheduled to adopt the budget at its meeting in May.

Additional information on dues options will be sent to Operations Committee members to facilitate the discussion at its March meeting and to finalize the budget proposal.

BUDGET IMPACT

The proposed FY 2024-2025 Biennial Budget and Work Program of \$32.0 million is based on revenue and expense assumptions illustrated in Tables 1 through 7, beginning on page 20 of the Draft FY2024-2025 Biennial Budget and Work Program Document.

BACKGROUND

The Puget Sound Regional Council is a federally designated Metropolitan Planning Organization, the state designated Regional Transportation Planning Organization for the four-county area, and has specific responsibilities under the Infrastructure Investment and Jobs (IIJA) Act, Fixing America's Surface Transportation (FAST) Act, Clean Air Act (CAA), the state Growth Management Act (GMA), the Economic Development Act (EDA), and the Interlocal Agreement approved by PSRC members.

PSRC is funded through a combination of federal and state grants and local funds. The federal grants traditionally make up nearly 80 percent of the funding, while state grants contribute about 5 percent. Local funds provide approximately 15 percent and are used to match the state and federal grants and fund work not covered by federal and state grants.

PSRC's major activities in the FY 2024-2025 Budget and Work Program will build on and enhance efforts carried forward from Fiscal Years 2022-2023, focusing on meeting mandates and continuing to provide essential services to members. The budget contains the following elements: Planning Management, Regional Growth Planning, Transportation Planning, Economic Development, Data, Council Support, Communications, and Administrative Services.

The Operations Committee, which has primary responsibility for developing the annual Budget and Work Program, began work on the budget in September with a review of key dates. In October, the committee reviewed the revenue and expenditure assumptions as well as PSRC's financial policies. The resulting draft of the Budget and Work Program received a final review by the Operations Committee on December 1, 2022.

The Executive Board, Transportation Policy Board, Growth Management Policy Board, and Economic Development District Board were given information on the proposed draft Budget and Work Program in January.

By the conclusion of their March 23rd meeting, the Operations Committee will have finalized a recommended Budget and Work Program for presentation to the Executive Board for approval at their meeting on April 27th, 2023. The action to adopt the Proposed FY 2024-2025 Biennial Budget and Work Program by the General Assembly is contingent upon Executive Board approval in April.

To view the Proposed Biennial Budget and Work Program, Fiscal Years 2024-2025 online, please refer to:

<https://www.psrc.org/sites/default/files/2022-08/budgetfy2022-23supp-amend.pdf>

If you have questions, please call Andrew Werfelmann, PSRC Budget Manager, at (206) 688-8220 or email awerfelmann@psrc.org.

Attachments:

BudgetWorkProgram_Resolution GA2023 as of 03-03-23



Puget Sound Regional Council

RESOLUTION NO. PSRC-A-2023-01

A RESOLUTION of the Puget Sound Regional Council Authorizing Submittal of the Fiscal Years 2022-2023 Biennial Budget and Work Program

WHEREAS, the General Assembly of the Puget Sound Regional Council (PSRC), at its meeting on May 25, 2023, adopted the Biennial Budget and Work Program for Fiscal Years 2024-2025;

WHEREAS, that the Executive Director of the Puget Sound Regional Council is authorized to submit to the federal and state agencies the grant application to carry out the Biennial Budget and Work Program, and all supporting information, including procedures to ensure compliance with the requirements of the U.S. Department of Transportation, the Economic Development Administration; the Environmental Protection Agency; the Federal Aviation Administration; the United States Geological Survey; and the Washington State Department of Transportation.

NOW THEREFORE BE IT RESOLVED that the Executive Director is designated as the authorized official to execute grant contracts on behalf of the Puget Sound Regional Council with the United States Department of Transportation, the Economic Development Administration; the Environmental Protection Agency; the Federal Aviation Administration; the United States Geological Survey; and the Washington State Department of Transportation in support of the adopted budget and work program; and

BE IT FURTHER RESOLVED that the Executive Director of PSRC is authorized to incur costs beginning on July 1, 2023, and receive planning monies from the federal and state agencies and local jurisdictions pursuant to the adopted Biennial Budget and Work Program for Fiscal Years 2024-2025 for the Puget Sound Regional Council.

ADOPTED by the Assembly this 30th day of May, 2023.

Claudia Balducci, Councilmember
King County
President, Puget Sound Regional Council

ATTEST: _____
Josh Brown, Executive Director



Puget Sound Regional Council

INFORMATION ITEM

March 16, 2023

To: Executive Board

From: Josh Brown, Executive Director

Subject: **Stormwater Parks Planning Guidance**

IN BRIEF

PSRC has developed a guidance document on planning stormwater parks. Stormwater parks are community facilities that provide both stormwater management and recreation.

DISCUSSION

Puget Sound recovery is one of the key strategies of VISION 2050. Stormwater pollution and changes in the hydrology of runoff patterns are among the biggest threats to Puget Sound water quality. Land use and transportation development practices have the potential to either degrade or improve water quality and hydrology. Policy MPP-T-32 seeks to reduce stormwater pollution from transportation facilities and improve fish passage through retrofits and updated design standards. The policy also calls for integrating these with other improvements to achieve multiple benefits and cost efficiencies where feasible.

Developing [stormwater parks](#) is one innovative and cost-effective strategy for Puget Sound recovery that can fix legacy stormwater problems by both treating stormwater from a larger area and providing recreational opportunities for surrounding communities. Since stormwater parks are regional facilities, they can help treat stormwater from surrounding transportation facilities. For example, Manchester Stormwater Park in Kitsap County doubles as a regional stormwater treatment facility and a public park in the heart of Manchester.



Photo: [Arlington Stormwater Wetland Park](#)

PSRC was awarded a Puget Sound National Estuary Program grant to help catalyze the development of new stormwater parks. The project had 3 main components:

- Sharing lessons learned from already-built stormwater parks
- Identifying opportunities for stormwater park retrofits regionwide and providing technical assistance for planning 6 new stormwater parks
- Developing a guidance document on planning stormwater parks

PSRC prepared fact sheets on 7 stormwater parks in the region, highlighting their approach to integrating water quality and park features. A [summary document](#) is available on PSRC's stormwater parks webpage.

Kirkland, Kitsap County, Lynnwood, Marysville, Puyallup, and Woodinville received assistance from AHBL, Inc. in planning new stormwater parks. Services provided included community engagement, feasibility studies, alternatives development, conceptual design, graphics development for community meetings, and cost estimates. This work allows the jurisdictions to apply for funding to further design and construct the stormwater parks. These six parks could have the combined potential to treat runoff from approximately 400 acres and would provide amenities such as new or improved trails, play areas, benches, sport courts, picnic tables and shelters, gardens, wildlife habitat, and educational signage.

PSRC and AHBL developed a guidance document on [planning stormwater parks](#). The guidance provides information on:

- Steps in planning a stormwater park
- Integrating equity
- Maintenance considerations
- Stormwater parks built to date and lessons learned from them
- Funding for planning, construction, and maintenance

It is hoped the guidance will assist jurisdictions in planning and constructing additional stormwater parks in the region and lead to improved water quality and recreational opportunities. Information on planning stormwater parks is also recorded in the video: [TOOLBOX: Peer Networking session on Stormwater Parks](#).

Jurisdictions are encouraged to review the Planning Stormwater Parks guidance and consider opportunities to create stormwater parks.

For more information, contact Erika Harris, Senior Planner, at eharris@psrc.org.



PASSPORT TO 2044:

Key Topics for Elected Officials and Planning Commissioners

The Passport to 2044 series continues with a session for elected officials and planning commissioners in the central Puget Sound region to learn more about the importance of the comprehensive plan periodic updates and key issues emerging during the process.

SAVE THE DATE



Thursday, May 18, 2023
12:00 p.m. – 1:30 p.m.



Online via Zoom
Registration link to come!

Highlights of the event include:

Welcoming Remarks

Councilmember Claudia Balducci, PSRC President

Planning Framework in Washington State and the Central Puget Sound Region

Big Topics in Local Comprehensive Plans

Panel of Elected Officials

Councilmember Teresa Mosqueda, City of Seattle

Councilmember Ed Prince, City of Renton

Councilmember Kim Roscoe, City of Fife

Mayor Pro Tem Bryan Wahl, City of Mountlake Terrace

This is one in a series of workshops that include deep dives on specific topic areas of periodic comprehensive plan updates. Past recordings and event materials are available on [PSRC's website](#). Sign up to be on the list for information on upcoming events and resources [here](#).

Questions? Contact Maggie Moore at mmoore@psrc.org



The primary audience for this webinar are the elected officials and planning commissioners in the central Puget Sound region. Planners, consultants, and staff involved with comprehensive planning are also welcome to attend.



Puget Sound Regional Council



Washington State
Department of
Commerce



Empowering local governments

NEW DATE!

PSRC GENERAL ASSEMBLY

MAY 30, 2023

11:00 AM – 1:00 PM

**Embassy Suites, Seattle Downtown Pioneer Square
255 South King Street, Seattle 98104**

Registration will open in early April.

The full Assembly includes all mayors, county executives, and council and commission members from member jurisdictions, tribes, and representatives of statutory members. Each elected representative is a voting member of the General Assembly.



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