



Puget Sound Regional Council

Regional Project Evaluation Committee Agenda

Date: Friday, September 28, 2018 from 9:30 a.m.-11:00 a.m.

Location: PSRC Board Room, 1011 Western Avenue, Suite 500, Seattle, WA 98104

- 1. Introductions and Announcements (9:30) – Don Cairns, Chair**
- 2. Public Comment**
- 3. Approve Meeting Summary for July 27, 2018***
- 4. Transportation Policy Board Debrief**

The 'At Work' report for the Transportation Policy Board meeting on Thursday, September 13, 2018 is available on the PSRC website at <https://www.psrc.org/tpb-meetingsInformation>:

- 5. Discussion: Project Selection Status and Next Steps (9:45)**

Staff will provide a report on the current work and schedule for the Draft 2019-2022 TIP, which was released for public comment on September 13th. Committee members are encouraged to review the document – particularly the projects in Appendix A – which can be found at this link: <https://www.psrc.org/our-work/funding/transportation-improvement-program>. Staff will also provide information on the schedule for the project selection debrief.

- 6. Discussion: Project Tracking and FHWA Delivery Targets (9:55)**

Stephanie Tax, WSDOT, will join the committee for a discussion of the current status of 2018 delivery and the delivery challenges for local programs around the state. This is a continuation of the discussion begun in July, to brainstorm options for more streamlined and efficient delivery in the future, and options for preparing a queue of ready to go projects to meet future delivery targets as necessary.

- 7. Discussion: FFY 2019 and 2020 Rebalancing (10:35)**

Staff will soon begin work to rebalance the PSRC-funded projects in 2019 and 2020, to address the movement of projects to and from 2018 as part of both obligation extensions and returned funds. A brief overview of the process and schedule for this work will be provided at the meeting.

8. Discussion: Review of RPEC Operating Procedures - Membership Requirements (10:45)*

The RPEC Operating Procedures call for a review of membership every three years. Staff will introduce the topic and the proposed process for review over the next several months.

9. Other Business (10:50)

10. Next Meeting: October 26, 2018: 9:30 a.m. – 11:00 a.m.

11. Adjourn (11:00)

*Supporting materials attached

For more information, contact Kelly McGourty, Director of Transportation Planning, at (206) 971-3601 or KMcGourty@psrc.org.

Other Formats:

- Sign language and communication material in alternate formats can be arranged given sufficient notice by calling (206) 464-7090 or TTY Relay 711.
- 中文 (Chinese), 한국 (Korean), Русский (Russian), Español (Spanish), Tagalog, Tiếng việt (Vietnamese), call 206-587-4819.

July 27, 2018

Members and Alternates Represented at the Table

(See attached Attendance Roster)

Other Guests and Alternates (for all or part of the meeting):

Eric Ireland – King County DOT; Sophie Glass - KRCC; Mehrdad Moini - WSDOT; Kyle Butler – City of Kirkland (on phone); Brian Parry – Sound Cities Association (on phone)

PSRC Staff: *Kelly McGourty, Ryan Thompto, Monica Adkins, Kathryn Johnson*

Introductions, Public Comment, and Announcements

There were no public comments.

Approval of Meeting Summary

The summary for the April 27, 2018 RPEC meeting was approved as submitted.

Transportation Policy Board Debrief

The ‘At Work’ report for the Transportation Policy Board meeting on Thursday, July 12, 2018 is available on the PSRC website at: <https://www.psrc.org/tpb-meetings>

Discussion: 2018 Project Delivery Debrief

Kelly McGourty, PSRC, briefed the committee on the status of the 2018 delivery target. She reviewed that due to obligation extensions and returned funds, rebalancing will be required every year to deliver the target. She informed the committee that 2018 delivery was challenging for two reasons: 1) we had just enough projects able to obligate in 2018, without a buffer; and 2) there were unexpected deobligations that required the need for such a buffer. We were able to meet the 2018 target due to the ability of the City of Fife to move funds between the two stages of their Port of Tacoma Road Interchange Improvements project and obligate their awarded federal funds earlier.

In addition, Kelly shared that statewide, delivery of local agency funds is lagging for 2018. The committee discussed various ideas related to next steps, including additional monitoring and research that may be helpful. Kelly suggested a working group be established to dive deeper into the issues and discuss options for improvements. More work will be done to prepare for this working group, as well as further elaboration of delivery issues at upcoming meetings.

For more information, contact Kelly McGourty, (206) 971-3601

Discussion: 2018 Project Selection Process Debrief

Project recommendations from the 2018 project selection process were approved by the Board in July, and staff is now working to prepare the Draft 2019-2022 Regional TIP. Kelly introduced the topic of conducting a project selection debrief, as has been done in the past, via an online survey. Initial elements discussed included the new

elements for 2018, such as funding caps and an adjustment to the project readiness criterion, as well as the outcomes by project type from the process.

In terms of next steps, Kelly indicated that PSRC has a large amount of data to help assess certain issues, such as geographic data, data by agency and financial partnership data. She also noted high level comments from the Board, which were overall positive on the process and the recommendations, but included ongoing concerns for small jurisdictions and opportunities for improved coordination with funding partners.

The committee supported the survey and suggested various research elements including the data previously mentioned, a review of past performance, timing of the process, and other topics.

For more information, contact Kelly McGourty, (206) 971-3601

Information: Long-Range Planning Efforts

Kelly noted that the Regional Transportation Plan was adopted in May, and PSRC is now looking ahead to implementation. Kelly also noted that the update to VISION and planning for growth to 2050 has begun. More information, including the scoping report and schedule, may be found on PSRC's website at <https://www.psrc.org/vision>. Kelly will work with the chairs on future items to bring back to the committee.

For more information, contact Kelly McGourty, (206) 971-3601

Other Business

Doug McCormick, Snohomish County, reported that the Seattle Hill Road widening project finished its final paving and is near completion.

Kamal Mahmoud, Mill Creek, mentioned that the City of Mill Creek 35th Avenue reconstruction project is underway.

Russ Blount, City of Fife, shared an invitation for the Power Paddle to Puyallup 2018, which will be starting Saturday, July 28th, with the Canoe Journey Landing near the Port of Tacoma. He said this is a week long festival of Native American Tribes that ends on August 4th.

Adjourn

The meeting adjourned at 10:50 a.m.

RPEC Attendance Roster (Members and Alternates at the Table)

Date: July 27, 2018 9:30am - 11:00am

NOTE: Members are invited to sit at the table and vote. Alternates may sit at the table and vote when the member is absent. All other Alternates and Guests are invited to attend and sit in the gallery. This roster is for attendance purposes only and should be marked by all members and alternates present at the table, regardless of voting status.

Jurisdiction	✓	Name	Jurisdiction	✓	Name			
King County (3)		Paul Carlson	Snohomish County (2)	<input checked="" type="checkbox"/>	Doug McCormick			
	<input checked="" type="checkbox"/>	Peter Heffernan			Steve Thomsen			
	<input checked="" type="checkbox"/>	Susan Oxholm			Janice Fahning (Alt.)			
		Jay Osborne (Alt. 1)		<input checked="" type="checkbox"/>	Max Phan (Alt.)			
		Bill Greene (Alt. 2)			Steve Dickson (Alt.)			
Seattle (3)	<input checked="" type="checkbox"/>	Jim Stormont	Everett (1)	<input checked="" type="checkbox"/>	Richard Tarry			
	<input checked="" type="checkbox"/>	Sara Walton		<input checked="" type="checkbox"/>	Melinda Adams (Alt.)			
	<input checked="" type="checkbox"/>	Jude Willcher	Other Cities/Towns (2)		Eddie Low, Bothell			
		David Conway (Alt.)			VACANT			
		Kristen Simpson (Alt.)			Rob English, Edmonds (Alt.)			
	Ben Smith (Alt.)		<input checked="" type="checkbox"/>	Kamal Mahmoud, Mill Creek (Alt.)				
Bellevue (1)	<input checked="" type="checkbox"/>	Eric Miller	WSDOT-NW Region (1)		Azim Sheikh-Taheri			
		Mia Waters (Alt.)			Charles Prestrud (Alt.)			
Other Cities/Towns (5)	<input checked="" type="checkbox"/>	Don Cairns, Chair, Redmond	WSDOT-Oly Region (1)	<input checked="" type="checkbox"/>	Neal Campbell			
	<input checked="" type="checkbox"/>	Maiya Andrews, Burien			JoAnn Schueler (Alt.)			
		Daniel Marcinko, Snoqualmie	WSDOT-Pub Transp (1)		Stan Suchan			
	<input checked="" type="checkbox"/>	Jim Seitz, Renton			Don Chartock (Alt.)			
		Ingrid Gaub, Auburn	WSDOT-WS Ferries (1)		Rick Singer			
	<input checked="" type="checkbox"/>	Chad Bieren (Alt.), Kent			Leslie Rifkin (Alt. 1)			
		Sheldon Lynne (Alt.), Issaquah		<input checked="" type="checkbox"/>	Krishan Aggarwal (Alt. 2)			
	<input checked="" type="checkbox"/>	Nytasha Sowers (Alt.), Shoreline			John Bernhard (Alt. 3)			
		Joel Pfundt (Alt.), Kirkland	Kitsap Transit (1)		Steffani Lillie			
	VACANT (Alt.)			Jeff Davidson (Alt.)				
Kitsap County (1)	<input checked="" type="checkbox"/>	David Forte	Pierce Transit (1)		Barb Hunter			
		Jeff Shea (Alt.)			Tina Lee (Alt)			
Bremerton (1)	<input checked="" type="checkbox"/>	Tom Knuckey			Darin Stavish (Alt.)			
		Shane Weber (Alt. 1)	Community Transit (1)	<input checked="" type="checkbox"/>	Melissa Cauley			
		Milenka Hawkins-Bates (Alt. 2)			Kathryn Rasmussen (Alt.)			
Other Cities/Towns (1)		Chal Martin (Alt. 3)	King County Metro (1)		Lauren Craig			
		Barry Loveless, Bainbridge Island			Matt Hansen (Alt. 1)			
		Mark Dorsey (Alt), Port Orchard			Chester Knapp (Alt. 2)			
Pierce County (2)		Diane Lenius (Alt), Poulsbo	Sound Transit (1)	<input checked="" type="checkbox"/>	Lisa Wolterink			
		Leticia Neal			Monica Overby (Alt.)			
		Brian Stacy			Kirste Johnson (Alt.)			
		VACANT (Alt.)	Port of Seattle (1)	<input checked="" type="checkbox"/>	Geri Poor			
Tacoma (2)	<input checked="" type="checkbox"/>	Clint Ritter (Alt.)			Eric ffitch (Alt.)			
		Josh Diekmann	Port of Tacoma (1)		Deirdre Wilson			
		Dan Soderlind			Jason Jordan (Alt.)			
		Dana Brown (Alt.)	Port of Everett (1)		Graham Anderson			
Other Cities/Towns (1)	<input checked="" type="checkbox"/>	Brennan Kidd (Alt.)			John Klekotka (Alt.)			
		Russ Blount, Vice Chair, Fife	Port of Bremerton (1)		Fred Salisbury			
	Mark Burlingame (Alt.), Steilacoom			Arne Bakker (Alt.)				
			PSCAA (1)		VACANT			
					Amy Fowler (Alt.)			
			Suquamish Tribe (1)		Bob Gatz			
					VACANT (Alt.)			
			Muckleshoot Tribal Cnd (1)		VACANT			
					VACANT (Alt.)			
			Puyallup Tribe (1)		VACANT			
					VACANT (Alt.)			
			NON-VOTING					Stephen Padua - BPAC Chair
								Meredith Soniat- BPAC V-Chair (Alt.)
								VACANT (BPAC Alt. 2)
								Ali Eghtedari - RTOC Co-Chair (Alt.)
								VACANT (Alt.)
								Jennifer Hass- TDM SC Chair
						<input checked="" type="checkbox"/>		Carol Cooper - TDM SC Vice Chair (Alt.)

2015 REGIONAL PROJECT EVALUATION COMMITTEE OPERATING PROCEDURES

May 2015

Purpose

The Regional Project Evaluation Committee (RPEC) is composed of staff from PSRC's member organizations, representing city and county departments of transportation, ports, transit agencies, the Puget Sound Clean Air Agency, the Washington State Department of Transportation and tribes. The Committee's primary role is to make recommendations to the Transportation Policy Board regarding the distribution and monitoring of PSRC's federal funds. The Committee also serves an important role in providing input on other PSRC activities and products, such as the long-range metropolitan transportation plan.

Membership

RPEC membership reflects the need for a committee that is a workable size and also representative of PSRC's members. Representation is based on guiding principles adopted by PSRC's Executive Board and current population to the extent possible (*see Attachment A*). In addition, to ensure adequate representation from member agencies with an interest in PSRC's project selection processes, all ports, transit agencies, member tribal agencies, the Washington State Department of Transportation regional offices with responsibility for projects in the Puget Sound region and the Puget Sound Clean Air Agency will be represented. Membership will be reviewed every three years, as per PSRC's Board procedures; each time membership is updated, the rationale and background determined by the committee will be documented.

Each member will have a designated alternate. Please note, only designated members and alternates may participate at the table; all other representatives are welcome to attend as guests only. Further, the chairs of PSRC's Bicycle Pedestrian Advisory Committee, Regional Traffic Operations Committee and TDM Steering Committee will be invited to participate as nonvoting members to provide reports on activities of their respective committees.

Appointments for each member and alternate are to be provided in writing to PSRC from the appropriate department head or elected official. For individual cities and counties, this could be the County Executive, Mayor, Public Works Director, transportation department head, or other responsible official. For transit agencies, this should be the Executive Director or other responsible official. For the "Other Cities and Towns" representatives, appointments should be made by the appropriate countywide committees; currently these are performed as follows: for King County, the King County Sound Cities Association; for Kitsap County, the Kitsap Regional Coordinating Council; for Pierce County, the Pierce County Regional Council; and for Snohomish County, Snohomish County Tomorrow.

Countywide Chairs

The chairs of each of the four countywide staff committees should hold one of the membership seats identified above, through either the county, individual city or other cities and towns representation. These countywide committees are as follows: King County Project Evaluation Committee (KCPEC), Kitsap Regional Coordinating Council Transportation Technical Advisory Committee (TransTAC), Pierce County Transportation Coordinating Committee (TCC), Snohomish County Infrastructure Coordination Committee (ICC). Participation by the countywide chairs or their alternates is important to facilitate the sharing of information between the countywide committees and RPEC.

Attendance

All members or their designated alternate are expected to regularly attend committee meetings.

Attendance will be monitored and reported to the committee one to two times per year. If representation by either the member or designated alternate is absent for three meetings in a 12-month period, PSRC staff will contact the jurisdiction to encourage more regular attendance and to inquire if the appointment needs to be updated.

Chair and Co-Chair Elections, Terms and Responsibilities

A Chair and Vice-Chair will be elected via an open nomination process and voting by the Committee. Terms will be for a maximum of four years, and the Chair and Vice-Chair elections should be staggered to allow for leadership continuity. The role of the chairs will be to facilitate discussions and actions by the Committee, and to ensure equal opportunity for participation by members present. As mentioned above, the Chair will also report to the Transportation Policy Board on Committee recommendations.

Committee Representation on Policy Boards

The RPEC Chair is assigned a non-voting seat on the Transportation Policy Board. The RPEC Chair will report on the recommendations brought forward by the Committee, and summarize the discussion for the Board.

Role with Other PSRC Committees

The RPEC Chair (along with other RPEC representatives and the chairs of each countywide group) has a seat on the Regional Staff Committee.

Meeting Schedule and Agendas

RPEC typically meets every month on the 4th Friday, from 9:30a.m.-11:00a.m. Additional meetings are scheduled by the Committee as needed. A calendar of regularly scheduled advisory committee meetings for the year is posted on PSRC's website and provided to each committee.

Action Items will be clearly noted on Committee agendas, which will be distributed approximately one week prior to each meeting. In general, if an item is not on the agenda, no action will be taken. However, under some circumstances, notification may be provided to the Committee via email, either to add an item to an upcoming agenda, or to ask for action via email vote. No actions will be voted upon without adequate advance notice to all members of the Committee.

Recommendations

Formal recommendations to be forwarded to the Transportation Policy Board (TPB) will be by vote. Voting procedures will follow Robert's Rules of Order for motions, amendments and discussion. A recommendation may be proposed by any voting member of the Committee, but motions may not be seconded by a representative from the same agency. Voting is not weighted, and each representative is allowed one vote. A quorum is not required, and all actions and recommendations shall be approved by a simple majority of the voting members present. Other recommendations pertaining solely to Committee activities, and which will not be forwarded to the TPB for action, may be achieved either by vote or by consensus. Alternates do not participate in recommendations if the representative is present. Minority positions may be forwarded along with the majority recommendation to the TPB.

Subcommittees

Working subcommittees are created as needed by RPEC. Subcommittees are assigned specific tasks and dissolved when the work is completed. Other staff in the region may be asked to serve on subcommittees to provide specific expertise or viewpoints.

ATTACHMENT A: 2015 RPEC MEMBERSHIP

Policy Board Representation / Guiding Principles

Counties represent both incorporated and unincorporated residents

Counties have a key GMA role in both incorporated and unincorporated areas including ultimately setting urban growth boundaries and allocating population and employment

King County plays a central role as the jurisdiction which includes the bulk of the region's population and employment

To meet these roles, membership of the policy boards should include a minimum of

1. One representative each from:
 - a. Each county
 - b. The metropolitan cities within each county
 - c. The other cities and towns within each county
2. King County should have two representatives

Beyond these minimums, representation should reflect population to the degree feasible

The total number of representatives from any County and its jurisdictions combined may not comprise 50% or more of the membership of the policy boards

CITY AND COUNTY REPRESENTATION

	% of 2014 Regional Population	2015 RPEC Members
King County	52.59%	12
County	6.57%	3
Seattle	16.70%	3
Bellevue	3.50%	1
Other Cities/Towns	25.82%	5
Kitsap County	6.67%	3
County	4.47%	1
Bremerton	1.00%	1
Other Cities/Towns	1.21%	1
Pierce County	24.41%	5
County	9.96%	2
Tacoma	5.24%	2
Other Cities/Towns	6.22%	1
Snohomish County	19.32%	5
County	8.35%	2
Everett	2.74%	1
Other Cities/Towns	8.23%	2
		25

OTHER AGENCY REPRESENTATION	2015 RPEC Members
Port of Seattle	1
Port of Tacoma	1
Port of Everett	1
Port of Bremerton	1
WSDOT NW Region	1
WSDOT Olympic Region	1
WSDOT Public Transportation Div.	1
WSDOT Ferries	1
Kitsap Transit	1
Pierce Transit	1
Community Transit	1
King County Metro	1
Sound Transit	1
Puget Sound Clean Air Agency	1
Muckelshoot Tribal Council	1
Suquamish Tribe	1
TOTAL Other Agencies	16

TOTAL RPEC MEMBERSHIP	41
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