

Board Members

**Jeannine Roe
President**

**Karen Rogers
Vice President**

Stephen Buxbaum

Steve Langer

Doug Mah

Craig Ottavelli

Rhenda Iris Strub

**Jane Kirkemo
Treasurer**

TRANSPORTATION BENEFIT DISTRICT BOARD

**May 24, 2011
Olympia Council Chambers
6:30 p.m.**

AGENDA

1. Roll Call
2. Approval of Agenda
3. Public Comment (Estimated Time: 0-10 minutes). During this portion of the meeting, citizens may address the Board regarding only items related to the Transportation Benefit District, including items on the Agenda. Individual comment may be limited to 3 minutes.
4. [Approve Minutes from January 25, 2011 TBD Board Meeting](#)
5. [PUBLIC HEARING to consider changes to the 2011 Annual Plan](#)
6. [Resolution Amending 2011 Annual Plan](#)



**TRANSPORTATION BENEFIT
DISTRICT BOARD
Olympia, Washington
January 25, 2011
MEETING MINUTES**

January 25, 2011, 6:05 P.M

Board Members Present: Board Members Craig Ottavelli, Doug Mah, Rhenda Iris Strub, Steve Langer, Karen Rogers, Jeannine Roe, Stephen Buxbaum

Staff Members Present: Jane Kirkemo, Treasurer; Annaliese Harksen, Assistant City Attorney; Addison Appleby, Secretary

1. Approval of Agenda

*Board Member Langer moved, Seconded by Board Member Strub, to approve the Agenda. **Motion passed unanimously.***

2. Public Comment

No one signed up to speak.

3. Approve Minutes from September 28, 2010 TBD Board Meeting

*Board Member Langer moved, Seconded by Board Member Buxbaum, to approve the Minutes. **Motion passed unanimously.***

4. Review and approve the 2010 Annual Report

*Board Member Langer moved, Seconded by Board Member Buxbaum, to approve the 2010 Annual Report. **Motion passed unanimously.***

5. Adopt resolution for regularly scheduled meetings for 2011

*Board Member Langer moved, Seconded by Board Member Buxbaum, to adopt the resolution. **Motion passed unanimously.***

Ms. Kirkemo noted the next meeting would be at the new City Hall, 601 4th Ave.

6. PUBLIC HEARING and Adoption of 2011 Annual Plan for Service

Ms. Kirkemo noted that the TBD has just completed its first 12 month cycle and is projecting that they will collect approximately \$600,000 per year. Staff recommends that the TBD monies be given to the City of Olympia to be used for Pavement Management. The money will go to street repair and construction of the City of Olympia's various streets. Each year the City will give the Board an annual report on construction activity. Staff also recommends, since it is only the second year, the TBD maintains a large fund balance until they know how much money they will be collecting.

Board Member Buxbaum asked what kind of feedback the TBD was receiving about collections.

Ms. Kirkemo responded that people have called and asked how the TBD can levy this fee without their knowledge. She responded that the TBD has had three articles in the newspaper and three public hearings. There is also a public hearing each time the TBD decides how the money should be spent. When the public hears what projects the money is being spent on they are usually satisfied with the response. People in general want good streets and when they are told the money is going to repair our current infrastructure they seem satisfied.

Board Member Langer asked what the needs for Pavement Management in the community were.

Mr. Riker, City of Olympia Transportation Manager, said the City maintains 200 miles of street system, and over 500 miles of lane miles. They are currently underfunded according to their model. In order to break even they would need a total of three million dollars per year. They will need to extend the time frame for addressing the poor pavements.

Board Member Langer asked what percentage of the Pavement Management budget the TBD represents.

Mr. Riker said it's about 25%. The \$600,000 does not fully fund the poor pavements.

Board Member Langer thanked Mr. Riker for his comments and said that he hopes the public understands the challenges in funding Pavement Management.

President Ottavelli noted that no one appeared for the public hearing.

*Board Member Strub moved, Seconded by Board Member Roe, to adopt the 2011 Plan for Service. **Motion passed unanimously.***

7. Resolution to Adopt 2011 Operating Budget

*Board Member Langer moved, Seconded by Board Member Roe, to adopt the 2011 Operating Budget. **Motion passed unanimously.***

8. Adopt proposed amendments to Charter/Bylaws

*Board Member Buxbaum moved, Seconded by Board Member Roe, to adopt the changes to the Charter and Bylaws. **Motion passed unanimously.***

9. Election of President and Vice President of TBD

Board Member Strub nominated Board Member Rogers for President. Board Member Rogers said she was not interested. Board Member Strub withdrew her nomination. Board Member Buxbaum nominated Board Member Roe for President. Board Member Rogers seconded the motion. Board Member Buxbaum said he would be grateful for

Board Member Roe's leadership for the Transportation Benefit District. Board Member Roe said she would be honored to serve. Board Member Rogers said Board Member Roe was a wonderful candidate. ***Vote for Board Member Roe was passed unanimously.*** Board Member Roe nominated Board Member Rogers as Vice President. Board Member Langer seconded. Board Member Rogers accepted. Board Member Roe said that she is thrilled to have Board Member Rogers as her Vice President. ***Vote for Board Members Rogers passed unanimously.***

Meeting adjourned at 6:22 p.m.

X

Addison Appleby
Board Secretary

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**TRANSPORTATION BENEFIT DISTRICT BOARD**

Olympia, Washington

May 24, 2011

6:30 p.m.

Public Hearing and Amendment to the adopted 2011 Annual Plan for Service

STAFF CONTACT (s): Jane Kirkemo, TBD Treasurer, 753-8499
David C. Riker, City of Olympia, Transportation Line of Business
Director, 753-8441

STAFF RECOMMENDATION: Approve resolution amending the TBD Annual Plan for 2011.

ORIGINATED BY: Section 3.7 of the Bylaws
Olympia City Council

OTHERS NOTIFIED: *The Olympian* newspaper

ATTACHMENTS:

1. [2011 Regional STP Project Proposal - Boulevard Road/22nd Avenue Roundabout](#)
2. [March 28, 2011, Letter to Ms. Jeanine Roe President and Board Members](#)
3. [Funding Analysis](#)
4. [Resolution Amending the TBD Annual Plan for 2011](#)

**BUDGET IMPACT/
SOURCE OF FUNDS:** \$20 license fee

**PRIOR BOARD
REVIEW:** January 25, 2011 - Public Hearing and Adoption of 2011 Annual
Plan for Service

BACKGROUND: On January 25, 2011, the Transportation Benefit Board (TBD) approved \$545,000 for the City of Olympia's Pavement Management CFP program. Subsequent to this action, the Olympia City Council became aware of an opportunity to accelerate the Boulevard Road/22nd Avenue roundabout project.

The Boulevard Road/22nd Avenue roundabout project is in the *Olympia Comprehensive Plan* and *Six-year Transportation Improvement Plan*. The City recently applied for a \$ 1.9 million

Surface Transportation Program (STP) grant for this project (see Attachment 1). Total funding needed to complete this project is \$4.885 million (2011 project cost has been inflated to the expected construction year of 2013). The Olympia City Council requests (see Attachment 2) the TBD to add Boulevard/22nd as an eligible project for use of TBD funds.

ANALYSIS & OPTIONS

On March 24, 2009, the Transportation Benefit District Board approved an ordinance establishing the rate of the fee and projects to be funded by the Olympia TBD. In priority order, the following projects are eligible to use the TBD proceeds:

1. Street Repair & Reconstruction (Pavement Management)
2. Boulevard Road Intersection Improvements;
3. Harrison Ave NW (Mud Bay Road) Transportation program

The City's request is for a total of \$1,350,000 of TBD funding over a 3-year period. The 2011 TBD appropriation request is for \$545,000. Proposed project funding for the Boulevard Road/22nd Avenue Roundabout is attached to this staff report as Attachment 3. The Olympia City Council is requesting the ability to reallocate the use of 2011 TBD funds from the City's Pavement Management Program to the Boulevard Road/22nd Avenue Roundabout.

Option 1:

Hold the public hearing, take public comment and authorize the reallocation of 2011 TBD funds totaling \$545,000 to the City of Olympia for the Boulevard Road/22nd Avenue Roundabout project.

Implications:

This allows the public to comment on the reallocation of 2011 plan for services and the Board to consider granting the reallocation of 2011 TBD proceeds from City of Olympia Pavement Management program to the City of Olympia Boulevard Road/22nd Avenue Roundabout project.

Option 2:

Hold the public hearing, take public comment and do not reallocate the use of 2011 TBD funds. Continue with the current plan for services that grants the 2011 TBD proceeds to the City of Olympia for Pavement Management Projects.

Implications:

The City of Olympia will need to use other funding sources to fund the Boulevard Road/22nd Avenue Roundabout project.



2011 Regional STP Project Proposal

PROJECT TITLE: BOULEVARD ROAD AND 22ND AVENUE ROUNDABOUT

2011STP003

GENERAL PROJECT INFORMATION

Agency or Organization	City of Olympia
Contact Person	David C. Riker
Phone Number	(360) 753-8441
Email Address	driker@ci.olympia.wa.us

Type of Transportation Partner (Check one)

Traditional Transportation Partner	<input checked="" type="checkbox"/>
Non-Traditional Transportation Partner	<input type="checkbox"/>

Type of Project or Program (Check all that apply)	Safety	<input checked="" type="checkbox"/>
	Preservation	<input checked="" type="checkbox"/>
	Efficiency	<input checked="" type="checkbox"/>

Threshold Criteria (Check all that apply)

Project elements meet all regional eligibility requirements	<input checked="" type="checkbox"/>
Project elements and administration meet all federal eligibility requirements	<input checked="" type="checkbox"/>
Project will proceed no later than one year from the proposed start date	<input checked="" type="checkbox"/>

PROJECT OVERVIEW

(Brief overview identifying transportation problem or need, how the proposed project will address it, and what benefits will result. If this proposal is a phase in a bigger project, describe that as well and the relation of this proposal to that bigger project.)

The intersection of Boulevard Road and 22nd Avenue is projected to fall below adopted standards for congestion in 2013. This project will construct a single-lane roundabout at the intersection of Boulevard Road and 22nd Avenue. A roundabout will improve intersection safety and flow for motor vehicles, and enhance the safety and comfort of bicyclists and pedestrians through the intersection. The improvements will ultimately allow this area to densify, as planned in the *Olympia Comprehensive Plan*, while minimizing the impact of the additional trips.

Boulevard Road is a major corridor for regional travel. This Arterial connects Olympia's Downtown to neighborhoods in the southeast Olympia area, the Urban Growth Area, and surrounding jurisdictions. The corridor serves transit, and connects southeast Olympia to major medical facilities on Lilly Road. This intersection is immediately adjacent to a fire station.

The City completed a Boulevard Road Corridor Study, with an extensive public involvement process in April 2006. The vision for Boulevard Road articulated in this study is to maximize pedestrian and bicycle safety while maintaining vehicle mobility. The study identified the use of roundabouts at three intersections in the corridor, in order to minimize the number of lanes needed to serve vehicular traffic. In 2010, the City constructed the first of the three roundabouts at Boulevard Road and Log Cabin Road. This proposal for the intersection of 22nd Avenue will be the second of the planned roundabouts for the corridor; the final roundabout is planned for the intersection of Morse-Merryman Road.

PROJECT DETAILS

Project Type and Location

	Project Location	Intersection of Boulevard Road and 22 nd Avenue
Construction Projects	Type of Construction Project	Install Roundabout
	Roadway Classification	Minor Arterial, Route #5253
	Length of Construction Project	0.12 miles
Vehicle Acquisition Projects	Number of Vehicles	N/A
	Type of Vehicle	N/A
Transportation Programs/Services	Delivery Area of Program/Service	N/A
	Duration of Program/Service	N/A

2011 STP PROJECT PROPOSAL – PAGE 2

Project Cost (In whole dollars, below)

	Preliminary Engineering/Design:	\$623,600
Construction Projects	Right-of-Way:	\$1,423,200
	Construction:	\$2,833,700
Vehicle Acquisition Projects	Capital Cost:	N/A
Transportation Programs or Services	Program Implementation Cost:	N/A
	Other Capital Cost:	N/A
Total Project Cost (Sum of all project phase costs identified above):		\$4,880,500

Project Revenue (In whole dollars, below)

<i>From Project Applicant</i>	<i>Local</i>	\$2,971,570
	<i>State</i>	
Requested STP Grant		\$1,908,930
Total Project Revenue		\$4,880,500

Proposed Timeline (Month/Year, below)

Project Start Date	July 1, 2011
Estimated Completion Date	December 31, 2013

DESCRIPTION OF LOCAL PUBLIC PROCESS

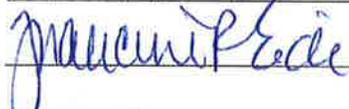
Describe what opportunity the public has had previously to review and comment on proposed project (e.g. TIP, CFP, outcome of adopted plan or study, hearing, etc). Note if any issues were raised at that time.

During a series of public workshops as part of the Boulevard Road Corridor Study in 2005 and 2006, the use of roundabouts at three intersections in the corridor was explored. Roundabouts minimize the number of lanes needed to serve vehicular traffic. Because the use of roundabouts minimizes street widening, the scale and feel of this corridor is preserved, which is valuable to area residents. Fire Department personnel were extensively involved in identifying emergency access needs related to the fire station immediately adjacent to the roundabout. This project is identified in the *Capital Facilities Plan* (CFP) and *Transportation Improvement Plan* (TIP). The CFP and TIP provide for the opportunity for public review and comment through public hearings. There is support for this improvement from neighborhood associations in the immediate vicinity.

CERTIFICATION ACCEPTANCE

CA Agency and Representative City of Olympia, Fran Eide – City Engineer

CA Signature and Date

 7/24/11

Project Verification and Endorsement

This project proposal reflects established local funding priorities consistent with the *Regional Transportation Plan*. Costs identified above represent accurate planning level estimates needed to accomplish the work described herein. The project described is financially feasible, and local match revenue identified above is available and will be committed to the project if it receives the requested STP grant. I realize that the use of federal funds for this project entails administrative and project compliance requirements over which TRPC has no control, and for which this agency or organization will be responsible.

This project has the full endorsement of the governing body/leadership of this agency or organization.

David C. Riker, Director of Transportation
Name and Title of Designated Representative


Signature of Designated Representative

2-24-11
Date

Project Title:**PROJECT DESCRIPTION & SIGNIFICANCE**

Boulevard Road is a major regional arterial connecting Downtown Olympia to southeast area neighborhoods, the Urban Growth Area, and surrounding jurisdictions. This corridor is one of two major corridors connecting southeast Olympia to the urban core and other strategy corridors. Boulevard Road connects to the Pacific Avenue strategy corridor, and connects southeast Olympia to medical facilities on Lilly Road.

Boulevard Road and 22nd Avenue together serve transit and provide access to six schools. The intersection of Boulevard Road and 22nd Avenue is immediately adjacent to Olympia Fire Station #2. Twenty-Second Avenue serves as a direct connection to Downtown Olympia.

The intersection of Boulevard Road and 22nd Avenue is projected to fall below the acceptable Level of Service D established in the *Olympia Comprehensive Plan* by approximately 2013. During the a.m. peak hour, substantial queues occur on northbound Boulevard Road. In the p.m. peak hour, substantial queues occur on eastbound 22nd Avenue. Emergency vehicle access is becoming more difficult, as traffic volumes increase.

Boulevard Road is a two-lane urban minor Arterial with bike lanes and limited sidewalks. Bicyclists have raised concerns about vehicles at these intersections using the bike lane to go around left-turning vehicles, creating safety concerns. At the intersection, there are no enhanced pedestrian crossings, such as signals or crossing islands.

This project will construct a single-lane roundabout at the intersection of Boulevard Road and 22nd Avenue. A roundabout will improve intersection safety and flow for motor vehicles, and enhance the safety and comfort of bicyclists and pedestrians. The single-lane roundabout will transition into a 2 to 3 lane urban minor arterial on both Boulevard Road and 22nd Avenue.

The project will install sidewalks, street lights, and pedestrian crossing islands. Bike lanes on both streets will be maintained, and a shared use, wide sidewalk will be provided for less experienced cyclists who choose not to ride in the roundabout. The intersection will be paved to preserve the street surface.

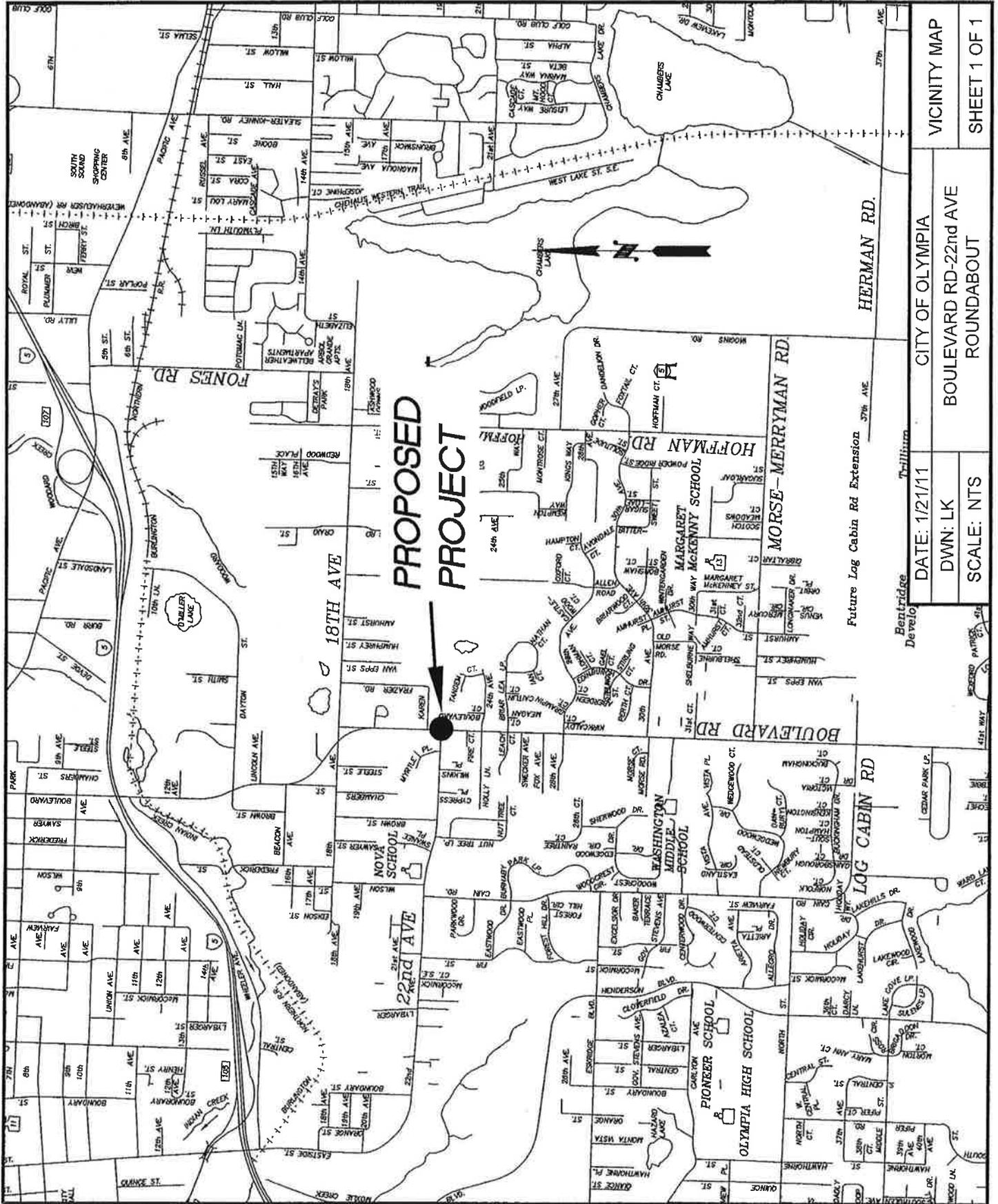
As Olympia grows, people will benefit from the roundabout through improved vehicle flow and safety. The walking and biking improvements made as a part of this project will help make these modes more viable, which can lessen the rise of congestion in these growing areas. Features such as decorative streetlights, wide sidewalks, and planter strips create an inviting human-scale street, further encouraging densification. Higher densities increase the viability of transit to serve this area with more frequent transit service.

This project will ultimately allow this area to densify, as planned in the *Olympia Comprehensive Plan*, while minimizing the impact of the additional trips. The roundabout allows the City to provide adequate vehicle capacity to serve new development, as mandated by growth management legislation. This project is consistent with the policy direction of the *Regional Transportation Plan*.

With a roundabout, this street will function better, resolve traffic congestion problems, and stimulate the land use densification planned for this part of the City.

Project Benefits *(Describe project outcomes and benefits that will be realized as a result of this regional investment)*

The project addresses the needs of pedestrians, transit users, commuters, and bicyclists. A roundabout will improve vehicle intersection capacity; install sidewalks and connect them to existing sidewalks providing for safe walking in the vicinity of the intersection; install streetlights for improved safety and nighttime visibility; pave the intersection to preserve the street surface; maintain the existing bike lanes for safe bicycle travel; and includes provisions for landscaping at the intersection. The improvements will ultimately allow this area to densify, as planned in the *Olympia Comprehensive Plan*, while minimizing the impact of the additional trips.



VICINITY MAP
SHEET 1 OF 1

CITY OF OLYMPIA
BOULEVARD RD-22nd AVE
ROUNDABOUT

DATE: 1/21/11
DWN: LK
SCALE: NTS

Future Log Cabin Rd Extension
37th AVE

Bentridge
Develo

**PROPOSED
PROJECT**

18TH AVE

22ND AVE

LOG CABIN RD

BOULEVARD RD

HOFFMAN RD

MORSE-MERRYMAN RD

WEST LAKE ST. SE

CHAMBERS LAKE

CHAMBERS LAKE DR

CHAMBERS LAKE



City of

OLYMPIA601 4th Ave. E., P.O. Box 1967, Olympia, WA 98507-1967 www.olympiawa.gov

Executive/Council: 360.753.8447

Legal: 360.753.8449

Administrative Services: 360.753.8325

Community Planning & Development: 360.753.8314

Fire: 360.753.8348

Human Resources: 360.753.8442

Parks, Arts & Recreation: 360.753.8380

Police: 360.753.8300

Public Works: 360.753.8588

March 28, 2011

Ms. Jeannine Roe, President
and Board Members
Olympia Transportation Benefit District Board

Dear Madam President and Board Members:

I am writing on behalf of the Olympia City Council concerning use of TBD funds.

Subsequent to your January 25, 2011 meeting at which you determined eligible projects for use of TBD funds, the Olympia City Council became aware of an opportunity to accelerate the Boulevard Road/22nd Avenue round-about project.

This project is included in Olympia's Comprehensive Plan and Transportation Improvement Plan. Recently, our application for \$1.9 M in STP regional transportation funding was submitted. As part of the funding package to complete this \$4.1 M project, the Council respectfully requests that the TBD add Boulevard/22nd as an eligible project for use of TBD funds.

The City is aware that this will require the TBD to hold an additional public hearing to consider this request. If you agree, City of Olympia representatives will be present to advocate further for this project.

If you have any questions, please feel free to contact me at 753-8370. Thank you for your consideration.

Sincerely,

Steven R. Hall
City Manager

cc: Olympia City Councilmembers
Jane Kirkemo
Annaliese Harksen
David Riker
Rich Hoey

sh11-21-

MAYOR: Doug Mah
MAYOR PRO TEM: Stephen H. Buxbaum
CITY MANAGER: Steven R. Hall

COUNCILMEMBERS: Craig Ottavelli
Rhenda Iris Strub
Karen Rogers

Jeannine Roe
Steve Langer

Surface Transportation Program (STP)
 2011 Regional STP Project Proposal
 Boulevard Road and 22nd Avenue Roundabout
 Funding Analysis as of: 5/9/11

Total Project Cost Shown for Grant: \$4,880,500
 Grant: \$1,891,430
 Local Match Needed: \$2,989,070

Funding Sources	Year					Total	Cumulative Total
	Previously Appropriated SEPA Funds	2011	2012	2013			
SEPA Transportation Mitigation Funds	\$90,447					\$90,447	\$90,447
Transportation Benefit District Balance			\$175,000	\$85,000		\$260,000	\$350,447
Transportation Benefit District		\$545,000	\$545,000			\$1,090,000	\$1,440,447
Transportation Impact Fees		\$1,891,430	\$1,120,000	\$428,623		\$1,548,623	\$2,989,070
Grant		\$1,891,430				\$1,891,430	\$4,880,500
Total	\$90,447	\$2,436,430	\$1,840,000	\$513,623		\$4,880,500	

RESOLUTION NO. _____

A RESOLUTION OF THE OLYMPIA TRANSPORTATION BENEFIT DISTRICT BOARD AMENDING THE TBD ANNUAL PLAN FOR 2011

WHEREAS, on January 25, 2011, the Olympia Transportation Benefit District (TBD) held a public hearing and, thereafter, established by motion its 2011 annual plan; and

WHEREAS, the annual plan provides that TBD funds of \$545,000 will be spent on the City of Olympia's Pavement Management CFP program during the 2011 construction season; and

WHEREAS, on March 28, 2011, the TBD received a letter from Olympia City Manager, Steve Hall, requesting an amendment to the annual plan. Instead of using \$545,000 on pavement management, the City requests use of TBD funds for the Boulevard Road/22nd Avenue roundabout project, a project currently on the TBD's list of authorized projects for funding pursuant to TBD Ordinance #1 passed on March 29, 2009; and

WHEREAS, at a special meeting held on May 24, 2011, the TBD provided an opportunity for public comment on the proposed change to the annual plan;

NOW, THEREFORE, THE OLYMPIA TRANSPORTATION BENEFIT DISTRICT DOES RESOLVE:

Section 1. The 2011 annual plan shall be amended to read as follows. The TBD hereby appropriates \$545,000 to the City of Olympia for Boulevard Road Intersection Improvements, identified in the City of Olympia Capital Facilities Plan as project #0628, specifically to the Boulevard/22nd Avenue Project.

PASSED BY THE OLYMPIA TRANSPORTATION BENEFIT DISTRICT this ____ day of _____ 2011.

TBD PRESIDENT

ATTEST:

JANE KIRKEMO, TBD TREASURER

APPROVED AS TO FORM:



ASSISTANT CITY ATTORNEY