

**PLANNING COMMISSION
REGULAR MEETING
CITY HALL – COUNCIL CHAMBERS
July 26, 2011**

ROLL CALL: **Present:** Bruce Neil, Keith Fakkema, Jeff Wallin, Greg Wasinger and Jill Johnson. **Absent:** Kristi Jensen and Gerry Oliver. **Staff Present:** Development Services Director, Steve Powers; City Engineer, Eric Johnston and Project Engineer, Arnie Peterschmidt.

Chairman Neil called the meeting to order at 7:30 p.m.

MINUTES: MS. FAKKEMA MOVED, MR. WASINGER SECONDED, MOTION CARRIED TO APPROVE THE JUNE 21, 2011 MINUTES AS PRESENTED.

PUBLIC COMMENT: None present to comment.

SIX-YEAR TRANSPORTATION IMPROVEMENT PROGRAM – Public Hearing

Mr. Peterschmidt reported that the City is required by law to submit an approved six-year Transportation Improvement Program (TIP). The primary purpose of the TIP is to facilitate use of federal transportation funds awarded to the City. Projects that have federal funding must appear in the six-year TIP at the local and state level so that the City can obligate and eventually use the federal funds. Projects listed on the TIP are coordinated with those listed in the Transportation Element of the Comprehensive Plan. The only change this year is one project (Pioneer Way Improvements) listed on the previous TIP and in the Transportation Element of the Comprehensive Plan is under construction and is anticipated to be completed this fall. Therefore the 2012-2017 TIP does not include this project.

The submittal process is accomplished in conjunction with the Regional Transportation Planning Organization (RTPO). Once approved by the Council, the City's TIP is submitted to the RTPO. In turn, the RTPO submits a regional TIP to the State by October of each year. The State then prepares a statewide TIP in January of each year. The incorporation of the City's projects into this statewide TIP is what enables us to spend federal funds on local transportation projects.

Discussion

Commissioners questioned staff about the meaning of "Functional Class" (categories according to how the street operates and traffic counts), want projects listed are anticipated to start (NE 7th Avenue improvements) and whether the County competes with the City for funding (yes).

Mr. Johnston expounded on the submittal process which start with submittals from each county and city to the RTPO, on to the State and finally to the Federal Highway Administration for use on a nation-wide basis. The major function of the TIP is to track and plan for the use of federal funds as they come from the Federal Highway Administration on a state-wide and national level. At a local level the TIP reflects the goals and policy and plans that identify projects that are listed in the Transportation Element of the Comprehensive Plan as well as projects listed in the Capital Facilities Plan. Our approach is consistent in that the same projects are listed in the Comprehensive Plan, Capital Facilities Plan and the TIP whether or not they have federal funding. The TIP is largely and administrative tool to make sure that the federal money is applied to the right project.

Commissioners asked if there were other transportation needs that were identified but not listed on the TIP. Mr. Johnston explained that there are other transportation needs but the City is trying to be realistic and pragmatic as to which projects have a chance for funding and which projects can reasonably be accomplished within a 6-year time period and only those projects are listed.

Mr. Powers added that there is a 6-year list and a 20-year list of projects in the Transportation Plan. As becomes more obvious that a project necessary or circumstances are right to undertake that project it would move from the 20-year list to the 6-year Capital Facilities Plan and once on the Capital Facility Plan, staff would ask that that project be added to the 6-year Tip during the next TIP cycle. Mr. Peterschmidt noted that the TIP can be amended at any time.

Mr. Neil opened the public hearing, seeing none, the public hearing was closed.

Discussion

Commissioners asked about the Multimodal Project listed on the TIP and whether it would be removed since the Council had recently voted not to approve the Shoreline Substantial Development Permit. Mr. Johnston said he wasn't able say whether the project would come off the list until there is further direction from City Council. Mr. Power indicated that it was staff's intention to ask Council for direction at their September 6th meeting.

ACTION: MR. WALLIN MOVED, MR. FAKKEMA SECONDED, MOTION CARRIED TO RECOMMEND THAT THE CITY COUNCIL ADOPT THE 2012-2017 SIX-YEAR TRANSPORTATION IMPROVEMENT PROGRAM.

ADJOURN: 7:49 p.m.