

Levy to Move Seattle Oversight Committee Meeting Minutes

Date/Time: Tuesday March 5, 2019 / 5:30 – 7:30 PM

Co-chairs: Betty Spieth-Croll, Ron Posthuma

Location: City Hall, Room L280

Members Present: Todd Biesold; Lisa Bogardus; Brian Estes; Joseph Laubach; Nick Paranjpye; Ron Posthuma; Alex Wakeman Rouse; David Seater; Betty Spieth-Croll; Patrick Taylor;

Members Absent: Rachel Ben-Shmuel; Hester Serebrin; Councilmember Mike O’Brien; Saroja Reddy (for Ben Noble);

Guests: Sam Zimbabwe; Lorelei Williams; Rachel McCaffrey; Jeff Lundstrom; Monica Dewald; Chris Svolopoulos; Kit Loo; Ross McFarland

MEETING CALL TO ORDER: 5:30 PM

Introduction and Approval of Meeting Minutes

Betty Spieth-Croll welcomed the group. The Committee approved the February meeting minutes.

Rachel also noted that the deadline was March 1 for applications for the Council vacancy on the board. The committee received 8 applications which will be reviewed.

Public comment

Rachel Ludwick gave public comment and noted her concern with how the community is engaged in these projects. She noted particular concern about the 15th and Columbian project and that only about half of the projects that were included in 2016 Neighborhood Street Fund plans are done. She closed by noting that as a community member, this breeds a lot of cynicism.

Ryan Packer gave public comment about the need to engage public comment on the Levy’s Updated Workplan Report published in the fall, engaging the public on the status of various Levy programs. He also noted concern with 13th/Columbian Neighborhood Street Fund project.

Neighborhood Street Fund

Monica Dewald and Chris Svolopoulos introduced themselves and the NSF program. NSF is a 3-year cycle program funded by the Levy to Move Seattle. The cycles include the selection, design, and construction of projects. Monica noted that they had learned a lot from the 2016 process, including that more targeted outreach during all phases of NSF process was necessary. Monica also noted that they were still building some of the projects from the 2016 cycle.

Monica and Chris then explained the phases that lead to a project being selected:

- **Phase 1: Applications and workshops**

During this phase, SDOT emphasized equitable outreach in seeking applications. The team held 17 outreach events across all 7 Council Districts reaching over 300 people. The materials were translated into seven languages and notifications were targeted to reach historically underserved communities. This resulted in over 300 applications, almost double the previous cycle. SDOT did

not cut any projects unless they did not meet NSF requirements (within city limits, transportation-related, and within the budget limit of \$100K to \$1M)

- **Phase 2: Communities prioritize projects by district**

NSF held presentation events in each Council District. Staff presented all projects and invited applicants to add detail. Attendees discussed projects and provided SDOT with scorecards determining which projects were most desirable. To reach people who were not able to attend in-person, NSF provided an online version in multiple languages which allowed constituents to discuss and score projects online.

- **Phase 3: SDOT feasibility**

The NSF program is currently in phase 3, conducting an internal engineering feasibility review of all community-prioritized proposals. SDOT will prepare concept designs for the next phase.

- **Phase 4: Community votes by district**

Beginning in April, the public will be able to vote online, at drop-in events, or using ballot boxes at Seattle Public Libraries. The goal of this process is to determine the top 5 community-preferred projects per Council District. The NSF team will then perform a more in-depth engineering review to prepare the top three per district.

- **Phase 5: Levy Oversight Committee Final Selection using analysis tools**

The NSF team will present a list of 21 projects (3 per district) to the Committee at the June 4 meeting and full concept designs in July. The August LOC meeting would then be the meeting that the Levy Oversight Committee decides the final list of projects from the 21 presented.

Chris reminded the committee how the NSF process has improved from the last cycle. The 2016 cycle included 65 projects with a shorter evaluation time. This cycle also places a greater focus on community and equity. Equity is built into the process using the Office of Planning and Community Development (OPCD) Equity Scoring where an area with an underserved community scores higher. This evaluation will occur after the public vote on the projects.

David expressed concern about the rankings for District 3, particularly since the top 3 projects were in Madison Valley and north Capitol Hill which are both relatively low-need areas. Chris responded that this is a balance and the NSF team has to rely on the public vote. David suggested an equity analysis be done prior to the public vote because the most popular ideas may not be the most equitable.

Brian asked how the public is informed about the safety considerations of these projects. Chris responded that SDOT looks at collision history, and the bicycle and pedestrian collision reports in the evaluation process. Monica also emphasized that NSF is a community program that is focused on hearing what the community wants.

Alex commented that many of the NSF projects appear to qualify for funding from Safe Routes to School. Alex also asked if the youth were invited to vote. Chris responded that at this time, the NSF team does not conduct outreach targeted to children.

Patrick asked the team to respond to Rachel's public comment about NSF projects that have not yet been completed. Monica responded that the 15th and Columbian project faced significant community pushback. Betty added that the 2016 NSF cycle was challenging which is why the 2019 cycle has improved significantly. Betty suggested the Committee consider how it will evaluate the projects at a future meeting.

Patrick commented that the 15th and Columbian scenario could be repeated as a certain constituency may vote for the project but once the project begins, a different constituency opposes. He asked how SDOT will manage this. Lorelei responded that the 15th and Columbian project has been particularly complex because people have changed perspective in the last few years. She emphasized that SDOT will rely on the original process but does not intend to pursue something that would be the wrong decision.

Betty commented that selecting projects is out of the scope of this Committee, but the department and the City need a group like this one to support the process.

Alex commented that people could easily submit multiple votes using this voting system and asked if this is the same system other programs use. Chris replied that this is the same system used for Your Voice, Your Choice.

Joe asked how many of the total project applications will be cut in the first phase of elimination. Chris responded that 20 – 30 projects were cut because they were either out of city limits or did not meet the budget threshold. Joe expressed concern that with such a wide budget range, if a certain district has lower-priced projects moving forward, NSF should consider allowing a fourth or fifth project. Monica responded that is up to the Committee to decide where the funding should go and that not every District needs to have three projects.

2019 Planned Accomplishments

Rachel McCaffrey explained that the Workplan Report that was published in November 2018 is the baseline for the next six years and the Planned Accomplishments document is an annual outline of a given year's planned deliverables. The document highlights all 30 programs, and in cases where there are changes from the Workplan, it explains why to maintain transparency.

Alex asked what the audience is for this document. Lorelei Williams responded this could be shared with Council and the Mayor's office but is intended to be public-friendly and will be posted online.

Lisa asked if the 2019 Planned Accomplishments will change or if it will be updated as the year progresses. Rachel M. noted that this Planned Accomplishment document is static and will help populate the annual Workplan Reports.

Brian asked about Fauntleroy Way Boulevard and Burke-Gilman Trail Missing Link and SDOT was considering mitigation measures due to ST3 coordination. Lorelei responded that the larger project is on hold because of ST3 but that smaller elements are still planned. Joe added that Sound Transit will have a preferred alternative this year and suggested that it might make more sense to wait to understand if ST3 will impact the project as opposed to doing interim improvements.

Brian asked if the Burke-Gilman Trail is still tied up in the administrative appeal process. Lorelei responded that the contract has been awarded and potholing work will begin as the appeal process continues. She also noted that she expects to have more information this spring but emphasized the need to follow the environmental review process. Lisa requested additional information on the project, referencing an economic report she was expecting this spring. Lorelei responded that SDOT is working on an economic report on the Shilshole portion of the project. She suggested providing an update on the project at a future meeting.

Lorelei highlighted the Vision Zero planned accomplishments. Three 2018 projects were not completed and are now included in the 2019 plan. Lorelei also noted that some Safe Routes to School projects are expected to be complete in November or December of this year which creates schedule risk for completion in this year. This risk is shown in the Planned Accomplishments through the 25 – 32 range of projects.

Ross McFarland explained that in 2017, SDOT did a full evaluation and ranking of City sidewalks. This information is now used to help determine sidewalks to be repaired each year.

David asked if the levy goal will be met with bike lane programs. Monica responded that the exact number of bike lane miles has not been determined, but the Bike Master Plan Implementation Plan for the remaining years of the levy is due to Council this month. She also noted that the level of traffic stress is being incorporated into the prioritization plan.

Nick asked how the dollar amount vs. widgets are compared in this document. Lorelei responded that the Annual Report reflects what SDOT thought it would accomplish and did accomplish, as well as what SDOT thought it would spend and did spend. The Annual Report provides a more thorough comparison than this Planned Accomplishments document.

Lisa asked why the 2018 signal diagnostic evaluations fell so far behind but the Planned Accomplishments in this year are higher. Lorelei responded that in 2018, crews were diverted from this work to focus on the viaduct closure but that in 2019 the crews will again be dedicated to this work. This program also gained an additional crew to work on signal evaluations.

Committee members offered a few suggested improvements to the document, including:

- Ron asked if this document can be updated to use more specific language for the multimodal projects than “planning and design.”
- Lisa requested SDOT provide information on anticipated future funding for the multimodal projects as well. Lorelei responded that the Planned Accomplishment is intended to reflect the money that SDOT currently has but added that she will consider whether reflecting anticipated funding would be appropriate.
- Brian suggesting the addition of links to projects webpages.

Process and program management improvements

Lorelei explained that SDOT is constantly evaluating to identify ways to fix problems. The goal of this meeting is to share things SDOT has done late in 2018 and early this year specific to the levy. Lorelei reviewed process improvements in several categories:

- Contracting
- Capital project development
- Design
- Crew-delivery process
- Project coordination
- Workforce capacity to deliver the levy
- Centralized program management system

Brian asked about the bid limit threshold and if there is any desire to do more work in-house. Lorelei responded that it is about \$125,000 and that the goal is to get planning more organized to make sure crews are utilized as efficiently as possible. Todd asked how crew capacity is counted. Lorelei responded that she believes they expect a certain amount of overtime but did not have specific overtime numbers. Sam Zimbabwe added that the straight time is planned out, with a limit on the overtime capacity.

Lorelei explained a consultant conducted an analysis on the regional construction market. Jeff Lundstrom explained that the consultant looked at Seattle specifically and found that current spending is expected to stay about \$50B for the next several years with the majority of the spending in private construction. The report also found that labor is the main contributor to construction costs and that tariff wars are not currently having a significant effect on material costs. The current market is susceptible to a 5% annual construction escalation cost. Sam emphasized the hard work that is going into this process as the people who are executing projects are the same people who are working to improve these processes.

Committee business

Betty provided a draft of the Committee letter for review. The group walked through minor edits to the letter, including formatting changes and additional content. The Committee agreed to adopt the letter in concept today based on the discussion, and Betty and Ron will finalize. The final letter is due by March 20.

Brian asked to have a future meeting include a briefing on congestion pricing. Sam responded that this is possible, although it’s outside of the project delivery oversight function of the Committee.

Patrick noted that another bicyclist was killed on Rainier Ave and reminded the Committee that these projects have real life consequences.

Alex asked if the Committee makes time for other modal boards to present. Betty responded that it was standard to have modal boards present and should be added to future agendas.

Action items

Action items capture items from previous meetings. Complete items will remain on action item tracker for one additional meeting minutes to capture “complete” status and will then be removed.

Action item	Meeting	Lead	Status	Deadline
Revise 2019 Planned Accomplishments document with more measurable detail for Transit-Plus Multimodal corridors and project web links	March 5, 2019	Rachel	Complete – revised posted on Levy materials webpage	April 2
Add NSF evaluation process to May agenda	March 5, 2019	Rachel	Complete	April 2
Consider briefing on congestion pricing	March 5, 2019	SDOT	Re-address for month with extra time on the agenda	Tracking
Add modal board representative updates to standard agendas	March 5, 2019	Rachel	Complete – added to standing agenda template	April 2
What type of funds were allocated to program #10 in the 2019 budget cycle?	March 5, 2019	SDOT	Complete – response: 2019: \$2M Real Estate Excise Tax (SDOT-	April 2

			509 for increase to base budget to accomplish MS deliverables) \$400K Commercial Parking Tax (SDOT-513 vacancy savings from SDOT allocated to AMM) 2020: \$2.5M Real Estate Excise Tax (SDOT-509 for increase to base budget to accomplish MS deliverables) \$408K Commercial Parking Tax (SDOT-513 vacancy savings from SDOT allocated to AMM)	
Finalize committee letter	March 5, 2019	Betty Ron	Complete – posted on Levy Oversight Committee webpage for March 5 meeting	March 20
Draft 2018 Committee Letter and circulate to committee	Feb. 20, 2019	Betty	Complete	March 4
Request for bike project list to be clear about which projects will be counted in the levy BMP deliverable commitment of 110 miles vs. which projects may be in other subprograms (i.e. Northgate Bicycle/Pedestrian Bridge)	Aug. 23, 2018	SDOT	This request will be addressed in the 2019-2024 BMP Implementation Plan, tentatively scheduled for completion in Spring 2019.	Tracking
Develop guiding principles for the next levy	June 7, 2018	LOC	Tracking	TBD
Keep committee informed on Fautleroy progress	May 24, 2018	SDOT	Rachel to keep the committee updated as the Mayor and Councilmember Herbold continue community process to identify near-term safety improvements	Tracking

MEETING ADJOURNMENT: 7:30 PM