

CID Framework and Implementation Plan

Workgroup 4 - Capital Projects Coordination

Meeting Summary,

April 27, 2018

Work Group Members present

Teirnan Martin	Lai Ping Kimura	Betty Lau	Andrew Tran
Tanya Woo	Jamie Lee	Brien Chow	Tom Im

Staff present

Jenifer Chao (DON)	Amy Riley (SDOT)	Gary Johnson (OPCD)	Christopher Luedke (SDOT)
Ching Chan (SDOT)			

NOTES:

Jenifer Chao opened the meeting and noted that she would be the staff lead for this workgroup and that she would be working closely with community chair Maiko Winkler-Chin. Jennifer opened a round of introductions by asking each person to describe their interest in the Capital Projects Coordination Workgroup.

Amy Riley and Chris Luedke from SDOT described their respective roles and gave a presentation on SDOT's Project Construction & Coordination Office (full presentation attached). SDOT's DOTmap tool tracks all projects across downtown that touch the right-of-way in any form. It allows for project coordination and timing to minimize impacts and to optimize activities anytime there is a need to cut open a street or sidewalk. Amy is a Project Coordination Office Coordinator and oversees project coordination for right-of-way projects in the CID. She convenes a monthly meeting with project managers from both public agencies and private sector projects that are underway or scheduled in the CID to ensure that they are coordinated. Chris is a HUB Coordinator and serves as an "on the ground" capacity. Chris is out in the community on a daily basis helping to ensure that contractors are complying with permit conditions.

There was significant conversation about community notification about upcoming projects. Chris and Amy described protocols around notification and WG members gave recent examples about how the system does not always work effectively. WG members stressed the need for early notice and it was agreed that the group would work on ways to get key actors in the CID more immediate information related to projects and problems.

A question arose about tracking private sector development projects. Amy underscored that SDOT's role in private projects is where utility hookups, project staging or other such activities impact the ROW. It was suggested that both Seattle in Progress (<https://www.seattleinprogress.com/>) and SDCI's (<https://data.seattle.gov/Permitting/Land-Use-Permit-Map/k5b8-k8yq>) online project tracking tools are helpful.

Workgroup members wanted to know if the DOTmap tool is available online. SDOT is currently working on a public-facing map.

Amy presented an introduction to CID projects in a map format. The group will dive deeper into current CID projects and the next WG meeting.

NEXT MEETING: The next Meeting will be held Friday, May 25th from 3:30 – 5:00 PM. Meeting location Hing Hay Co-Works.