



## Puget Sound Regional Council

### **Regional Project Evaluation Committee Agenda**

**Date: March 24, 2023 from 9:30 a.m.-11:00 a.m.**

**Online Meeting Only: Use Zoom Connection Information Provided Below**

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**1. Introductions and Announcements (9:30)**

**2. Approve Meeting Summary for February 24, 2023\* (9:35)**

**3. Transportation Policy Board Debrief (9:40)**

The 'At Work' report for the Transportation Policy Board meeting on Thursday, March 9, 2023 is available on the PSRC website at:

<https://www.psrc.org/board/transportation-policy-board>

**4. Action: Project Delivery Working Group Recommendation #1\* (9:45)**

A recommendation from the Project Delivery Working Group that will provide PSRC staff with options to fill a delivery gap under emergency situations is included as Attachment 4-A. The committee will be asked to take action on this recommendation and forward on to PSRC boards for final approval.

**5. Discussion: 2023 Delivery and Rebalancing Status Report (10:15)**

Staff will provide a report on the 2023 delivery target, including requested extensions and the rebalancing steps currently underway, as well as the schedule for board action on supplemental funding.

**6. Discussion: Stormwater Parks Planning Guidance\* (10:30)**

Erika Harris, PSRC, will provide information on a recently developed guidance document related to planning for stormwater parks.

**7. Discussion Item: Project Selection Updates (10:50)**

Staff will provide an update on the work underway and preliminary schedules for several upcoming project selection processes, including the Rural Town Centers and Corridors Program, Transportation Alternatives Program, and the work of the Equity Advisory Committee to develop the Equity Pilot Program.

**8. Information Item: Final 2023 RPEC Operating Procedures\***

**9. Other Business (10:55)**

**10. Next Meeting: April 28, 2023: 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](mailto:KMcGourty@psrc.org).

## **Zoom Remote Connection Information:**

### **To join audio/video conference:**

<https://psrc-org.zoom.us/j/91021031520?pwd=alQ4TFhoOW9ZdXdheWxjdTNYb243dz09>

### **To join via cellphone (1-touch dial):**

8335480276,,91021031520#,,,,,0#,,101842# US Toll-free

8335480282,,91021031520#,,,,,0#,,101842# US Toll-free

### **To join via phone:**

833 548 0276 US Toll-free

833 548 0282 US Toll-free

Meeting ID: 910 2103 1520

Passcode: 101842

## **RPEC Attendees:**

### **Please adhere to a few virtual meeting rules:**

- Please keep your mic muted when not speaking
- Use \*6 to mute/unmute phone
- When watching the meeting via computer and using phone audio, mute your computer's speakers and mic.

**Please Note:** As this is an advisory committee meeting, we ask that interested parties remain in a "listen only" mode during the meeting by keeping their audio muted at all times.

## **Other Formats:**

- Sign language, and communication material in alternative formats, can be arranged given sufficient notice by calling 206-464-7090, TTY Relay 711
- العربية | Arabic, 中文 | Chinese, Deutsch | German, Français | French, 한국어 | Korean, Русский | Russian, Español | Spanish, Tagalog, Tiếng việt | Vietnamese, visit <https://www.psrc.org/contact-center/language-assistance>



# Puget Sound Regional Council

## **Regional Project Evaluation Committee Meeting Summary**

**Date: February 24, 2023 from 9:30 a.m.-11:00 a.m.**

**Location: Remote – Online Meeting Only (Zoom Connection)**

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### **Introductions and Announcements**

Doug McCormick, Chair, welcomed everyone at 9:30 a.m. He then took a roll call to confirm the members and alternates present. Kelly McGourty, PSRC, introduced Alexa Leach who will be taking over from Monica Adkins as administrative support in PSRC's Transportation Department. Eddie Low, Bothell, announced his upcoming retirement and the committee thanked him for his years of service. Jean Kim, PSRC, informed the committee of PSRC's research into ADA Transition Plans and indicated that her team would be reaching out to jurisdictions for additional information in the coming weeks.

### **Approval of Meeting Summary**

The January 27, 2023, RPEC meeting summary was approved as presented.

### **Transportation Policy Board Debrief**

Kelly McGourty, PSRC, reviewed the Transportation Policy Board meeting held on Thursday, February 9, 2023. The 'At Work' report for the Transportation Policy Board meeting is available on the PSRC website at: <https://www.psrc.org/board/transportation-policy-board>

### **Action: RPEC Membership and Operating Procedures**

Kelly reminded the committee that the operating procedures were introduced at the January meeting, with a request to send requested revisions via email. No proposed edits were received, but Kelly reviewed minor staff edits to the document. The committee discussed the expectations of regular attendance by appointed members vs. alternates and discussed potential edits to address this. The committee voted unanimously to approve the operating procedures as presented and with additional edits as discussed; staff will work with the chairs to finalize the language and provide as information only at the next meeting.

*For more information, contact Kelly McGourty, at [kmcgourty@psrc.org](mailto:kmcgourty@psrc.org).*

## **Discussion: Project Tracking and Delivery**

Jennifer Barnes, PSRC, provided a status report on extension requests, and an update on the Project Delivery Working Group. She reviewed the schedule of activities to achieve 2023 delivery, including the rebalancing process as included in the adopted project tracking policies.

*For more information, contact Jennifer Barnes at [jbarnes@psrc.org](mailto:jbarnes@psrc.org).*

## **Discussion: Federal Funding Allocations**

Kelly provided information on the recently released 2023 federal allocations for PSRC's FHWA funds. She shared that the available obligation authority is lower than anticipated due to overall federal carryover funding from other programs. Kelly further shared information on what might be expected for future allocations, but indicated that the region should still continue to strive to deliver and exceed the annual targets. This will serve to not only maintain federal funding in the region, but potentially facilitate access to additional funding. Stephanie Tax, WSDOT, provided additional details.

*For more information, contact Kelly McGourty, at [kmcgourty@psrc.org](mailto:kmcgourty@psrc.org).*

## **Other Business**

There was no other business.

## **Information Item: PSRC VISION 2050 Awards – Call for Nominations**

A flyer with details on the nomination process was provided for review.

## **Adjourn**

The meeting adjourned at 11:07 a.m.

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### **\*Members and Alternates Present**

See attached attendance roster.

### **\*PSRC Staff, Alternates and Guests Present**

Krishan Aggarwal, WSF; Gina Hortillosa, KBA; Ingrid Gaub, City of Auburn; Stevan Gorcester, WSDOT (Consultant); Eric Ireland, King County Metro; Kirste Johnson, Sound Transit; Jim Kelly, City of Arlington; Michael Kosa, City of Sumner; Corine Jackson, Pierce Transit; Crystal Koch, KPHD; Todd Lamphere, WSF; Daniel Marcinko; City of North Bend; David Paine, City of Kent; Jessica Rooney; Sarah Strand, City of Seattle; Stephanie Tax, WSDOT; Desiree Winkler, City of Federal Way

### **PSRC**

Monica Adkins, Jennifer Barnes, Gil Cerise, Doug Cox, Sarah Gutschow, Jean Kim, Alexa Leach, Kelly McGourty, Miles Stepleton, Kalon Thomas

*\*All attendees were present via remote participation*

# RPEC Attendance Roster - Designated Members

Date: February 24, 2023 - 9:30-11:00am

Remote/Online Only

**NOTE: Members are invited to sit at the table and vote. Alternates may sit at the table and vote when the member is absent. Please coordinate representation in advance of the meeting.** 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)	<input checked="" type="checkbox"/>	Mary Bourguignon	WSDOT-NW Region (1)	<input checked="" type="checkbox"/>	Azim Sheikh-Taheri
	<input checked="" type="checkbox"/>	Peter Heffernan			Mehrdad Moini (Alt.)
	<input checked="" type="checkbox"/>	John Vander Sluis	WSDOT-Oly Region (1)		JoAnn Schueler
		Ruth Harvey (Alt.)		<input checked="" type="checkbox"/>	John Ho (Alt.)
		Jennifer Knauer (Alt.)	WSDOT-MoM (1)	<input checked="" type="checkbox"/>	Matthew Kenna
		Ivan Miller (Alt.)			April Delchamps (Alt.)
Seattle (3)		Bill LaBorde	WSDOT-WS Ferries (1)	<input checked="" type="checkbox"/>	John Bernhard
		Jim Storment			Krishan Aggarwal (Alt.)
	<input checked="" type="checkbox"/>	Joanna Valencia			Todd Lamphere (Alt.)
		Kyle Butler (Alt.)	Kitsap Transit (1)	<input checked="" type="checkbox"/>	Steffani Lillie
		Allison Schwartz (Alt.)			Edward Coviello (Alt.)
	<input checked="" type="checkbox"/>	Benjamin Smith (Alt.)			Jeff Davidson (Alt.)
Bellevue (1)	<input checked="" type="checkbox"/>	Eric Miller	Pierce Transit (1)		Barb Hunter
		Mia Waters (Alt.)			Corine Jackson (Alt.)
Other Cities/Towns (5)	<input checked="" type="checkbox"/>	Chad Bieren, Kent		<input checked="" type="checkbox"/>	Tina Lee (Alt.)
		Joel Pfundt, Kirkland	Community Transit (1)	<input checked="" type="checkbox"/>	Melissa Cauley
	<input checked="" type="checkbox"/>	Larissa Grundell, Duvall			Kathryn Rasmussen (Alt.)
	<input checked="" type="checkbox"/>	Jim Seitz, Renton	King County Metro (1)		Tina Rogers
	<input checked="" type="checkbox"/>	Nytasha Walters, Shoreline		<input checked="" type="checkbox"/>	Chester Knapp (Alt.)
		Ingrid Gaub, Auburn (Alt.)		Lisa Shafer (Alt.)	
		Jeff Hamlin, Snoqualmie (Alt.)	Sound Transit (1)	<input checked="" type="checkbox"/>	Lisa Wolterink
	<input checked="" type="checkbox"/>	Kamal Mahmoud, SeaTac (Alt.)			Tyler Benson (Alt.)
	Doug McIntyre, Sammamish (Alt.)		Kirste Johnson (Alt.)		
	John Mortenson, Issaquah (Alt.)		Monica Overby (Alt.)		
Kitsap County (1)	<input checked="" type="checkbox"/>	David Forte	Port of Seattle (1)	<input checked="" type="checkbox"/>	Geri Poor
	Joe Rutan (Alt.)			Robert Giacometti (Alt.)	
Bremerton (1)	<input checked="" type="checkbox"/>	Shane Weber, Vice Chair	Port of Tacoma (1)	<input checked="" type="checkbox"/>	Deirdre Wilson
		Ned Lever (Alt. 1)			Christine Wolf (Alt.)
		Chris Dimmitt (Alt. 2)	Port of Everett (1)	<input checked="" type="checkbox"/>	Garrett Jensen
Other Cities/Towns (1)	<input checked="" type="checkbox"/>	Diane Lenius, Poulsbo			Maija Lampinen (Alt.)
		Vacant (Alt.)	Port of Bremerton (1)	<input checked="" type="checkbox"/>	Arne Bakker
Pierce County (2)		Leticia Neal			James Goodman (Alt.)
		Melissa McFadden	PSCAA (1)	<input checked="" type="checkbox"/>	Amy Fowler
	<input checked="" type="checkbox"/>	Peter Lewis-Miller (Alt.)			Kathy Strange (Alt.)
	<input checked="" type="checkbox"/>	Clint Ritter (Alt.)	Suquamish Tribe (1)		VACANT
Tacoma (2)		Josh Diekmann			VACANT (Alt.)
	<input checked="" type="checkbox"/>	Brennan Kidd	Muckleshoot Tribal Cncl (1)		VACANT
	<input checked="" type="checkbox"/>	Sue O'Neill (Alt.)			VACANT (Alt.)
		Vacant (Alt.)	Puyallup Tribe (1)		VACANT
Other Cities/Towns (1)		Mark Burlingame, Steilacoom			VACANT (Alt.)
	<input checked="" type="checkbox"/>	Jeremy Metzler, Edgewood (Alt.)	NON-VOTING	<input checked="" type="checkbox"/>	Eric Goodman, Cmty. Transit-BPAC Chair
Snohomish County (2)	<input checked="" type="checkbox"/>	Doug McCormick, Chair			Thomas Noyes, WSDOT - BPAC Vice-Chair (Alt.)
		Kelly Snyder			VACANT
	<input checked="" type="checkbox"/>	Steve Dickson (Alt.)			Mohammad Uddin, Sno Cty-RTOC Co-Chair (Alt.)
		Janice Fahning (Alt.)			Jennifer Hass, Cmty. Transit-TDM Co-Chair
		VACANT (Alt.)			Sarah Spicer, City of Seattle-TDM Co-Chair
Everett (1)		VACANT			
		Melinda Adams (Alt.)			
Other Cities/Towns (2)	<input checked="" type="checkbox"/>	Rob English, Edmonds			
	<input checked="" type="checkbox"/>	Eddie Low, Bothell			
		Jim Kelly, Arlington (Alt.)			
		Jakeh Roberts, Monroe (Alt.)			

Rev. 1/2023

## **ATTACHMENT 4A: PROJECT DELIVERY WORKING GROUP RECOMMENDATION FOR PSRC'S EMERGENCY POST-JUNE FISCAL YEAR DELIVERY TOOLS**

Reminder: Prior to June, PSRC will continue to utilize the adopted 5-step rebalancing process to fill the known delivery gap from project extensions, fund returns, etc. This includes Step 4's increase of federal funds to current fiscal year projects, as needed.

*A recommendation is made to modify the application of the Step 4 tool by utilizing absolute dollar amounts and ratcheting up, rather than using a percentage basis.*

### Emergency Tool Recommendation:

If unexpected delivery needs arise after the rebalancing exercise concludes (generally after June), the following steps would be utilized (in priority order).

1. Revisit the federal shares of 2023 obligated projects, for additional capacity beyond what might have been done during the initial rebalancing exercise pre-June.
  - *Note: a robust discussion of funding cost escalations was conducted; however, by focusing on the federal share percentages and any underutilized capacity, cost escalations may already fall under these parameters.*
2. Revisit the federal shares of 2022 obligated projects for additional capacity. PSRC staff will work with WSDOT to understand what the barriers are to adding federal funds post-obligation and potentially post-award of contract.

*Note: due to the final deadlines for FTA flex transfers, these are not a likely option for the emergency toolkit*



## Puget Sound Regional Council

### Memorandum

March 17, 2023

**To:** Regional Project Evaluation Committee  
**From:** Erika Harris, Senior Planner  
**Subject:** **Stormwater Parks Planning Guidance**

### IN BRIEF

PSRC has developed a guidance document on planning stormwater parks. Stormwater parks are community facilities that provide both stormwater management and recreation.

### DISCUSSION

Puget Sound recovery is one of the key strategies of VISION 2050. Stormwater pollution and changes in the hydrology of runoff patterns are among the biggest threats to Puget Sound water quality. Land use and transportation development practices have the potential to either degrade or improve water quality and hydrology. Policy MPP-T-32 seeks to reduce stormwater pollution from transportation facilities and improve fish passage through retrofits and updated design standards. The policy also calls for integrating these with other improvements to achieve multiple benefits and cost efficiencies where feasible.

Developing [stormwater parks](#) is one innovative and cost-effective strategy for Puget Sound recovery that can fix legacy stormwater problems by both treating stormwater from a larger area and providing recreational opportunities for surrounding communities. Since stormwater parks are regional facilities, they can help treat stormwater from surrounding transportation facilities. For example, [Manchester Stormwater Park](#) in Kitsap County doubles as a regional stormwater treatment facility and a public park in the heart of Manchester.



Photo: [Arlington Stormwater Wetland Park](#)

PSRC was awarded a Puget Sound National Estuary Program grant to help catalyze the development of new stormwater parks. The project had 3 main components:

- Sharing lessons learned from already-built stormwater parks
- Identifying opportunities for stormwater park retrofits regionwide and providing technical assistance for planning 6 new stormwater parks
- Developing a guidance document on planning stormwater parks

PSRC prepared fact sheets on 7 stormwater parks in the region, highlighting their approach to integrating water quality and park features. A [summary document](#) is available on PSRC's stormwater parks webpage.

Kirkland, Kitsap County, Lynnwood, Marysville, Puyallup, and Woodinville received assistance from AHBL, Inc. in planning new stormwater parks. Services provided included community engagement, feasibility studies, alternatives development, conceptual design, graphics development for community meetings, and cost estimates. This work allows the jurisdictions to apply for funding to further design and construct the stormwater parks. These six parks could have the combined potential to treat runoff from approximately 400 acres and would provide amenities such as new or improved trails, play areas, benches, sport courts, picnic tables and shelters, gardens, wildlife habitat, and educational signage.

PSRC and AHBL developed a guidance document on [planning stormwater parks](#). The guidance provides information on:

- Steps in planning a stormwater park
- Integrating equity
- Maintenance considerations
- Stormwater parks built to date and lessons learned from them



- Funding for planning, construction, and maintenance

It is hoped the guidance will assist jurisdictions in planning and constructing additional stormwater parks in the region and lead to improved water quality and recreational opportunities. Information on planning stormwater parks is also recorded in the video: [TOOLBOX: Peer Networking session on Stormwater Parks](#).

Jurisdictions are encouraged to review the Planning Stormwater Parks guidance and consider opportunities to create stormwater parks.

For more information, contact Erika Harris, Senior Planner, at [eharris@psrc.org](mailto:eharris@psrc.org).

## 2023 REGIONAL PROJECT EVALUATION COMMITTEE OPERATING PROCEDURES

February 2023

### 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.

**It is expected that appointed members are committed to regular attendance and participation at committee meetings.** Each member will have a designated alternate **who may represent when the member is absent, and it is expected that alternates will be informed and current on committee discussions.** 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. Representation may be in person or via remote participation. 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 Vice Chair serves as the alternate. The Chairs support PSRC staff in the presentation of RPEC recommendations and discussions to the board.

### **Role with Other PSRC Committees**

The RPEC Chair or Vice 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.