



CITY OF KIRKLAND

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To: City Council
From: Transportation Commission, Daniel Fisher Chair
Date: April 6, 2006
Subject: Transportation Commission Work Plan

RECOMMENDATION:

It is recommended that the Council accept the Transportation Commission's proposed Work Plan.

BACKGROUND DISCUSSION:

After the joint study session with the City Council, the Transportation Commission met and refined our 2006 work plan based on Council direction. Our proposed Work Plan is shown in Table 1.

As the Council recommended our initial plan (see Table 2) has been refined as shown below.

Two items was dropped:

- Receive a report on regional traffic congestion from PSRC
- Evaluate changes in traffic patterns that will occur with the opening of the NE 128th Street direct access point.

Four were or turned into items which will be received in the form of a written report from staff with no Commission discussion anticipated:

- Review Grant applications (Table 1 item 5)
- Report on Street Design near elementary schools and its traffic calming effectiveness. (Table 1 item 15)
- Report on the transportation elements of street design for Totem Lake Mall. (Table 1 item 16)
- Update on the TEEM model for Transportation Demand Management (Table 1 item 19)

Two were scaled back

- Participation in preparation of neighborhood plans (Market/Norkirk) (Table 1 item 4) This item will be minimized by focusing strictly on transportation policy language. Commission representatives to these studies will take the lead for making recommendations to the Commission.
- Discuss Non-Motorized issues; update Plan and BNSF next steps (Table 1 item 22) The non-motorized update will be very minor, focusing only on small changes.

One was consolidated:

- Participate in making recommendations for the Impact Fee update was changed to focus on policy only and added to the CIP item. (Table 1 item 10)

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One was delegated to a sub-group of the Commission

Determine a policy for installation of permanent radar speed signs. (Table 1, item 21)

For reference, Table 2 is the initial work plan as discussed with Council.

While our plan is ambitious, we feel it is reasonable to expect that it can be accomplished. Those items that Council expressed the most interest in:

- Concurrency
- CIP process
- Intelligent Transportation Systems
- Working with neighborhood and business groups

will be our highest priority.

TABLE 1 Final Transportation Commission 2006 Work Plan items as proposed by the Transportation Commission.

Where particular months have been identified for working on an issue, the months are noted in bold type.

Items that occur each year	
1	Joint meeting with City Council. March.
2	Update on Legislative issues March.
3	Comprehensive Plan update, including concurrency and level of service discussion.
4	Participate in preparation of neighborhood plans. (Market/Norkirk)
5	Review grant applications. (receive written report from staff)
6	Communication with Planning Commission on issues of joint interest. (outside regular meeting)
7	Hold a retreat in November.
8	Elect officers December.
New items	
9	Discuss changes to the Metro 2007 service changes currently under development January Make recommendations to City Council at future meeting. (Possibly through Commission sub-group)
10	Fully understand the CIP process and where the Transportation Commission can fit in to the process. Also cover how projects are modified and deleted from the CIP. Recommend Impact Fee policy changes that impact the CIP.
11	Be involved early and proactively with shaping the next steps of project development for NE 132nd Street. Be involved before a consultant is selected.
12	Better understand intelligent transportation systems (ITS) and identify ITS opportunities in Kirkland.
13	Discussion of how to understand the needs of the business community. The Economic Development Manager should also attend.
14	Discussion of how to be more involved with neighborhood issues. The Neighborhood Services Coordinator should also attend.
15	Report on street design near elementary schools and its traffic calming effectiveness. (receive written report from staff)
16	Be involved in transportation design decisions for the Totem Lake Mall. (receive written report from staff)
17	Participate as a stakeholder in the Transit Center project.
18	Receive formal reports on the work of the Market Street neighborhood access project.
19	Update on the TEEM model for evaluating TDM strategies (receive written report from staff)
Items carried over from last year	
20	Discuss Annexation
21	Determine a policy for installation of permanent radar speed signs. (Commission sub-group)
22	Discuss Non-Motorized issues; updated Plan and BNSF next steps. This will be a minor update

TABLE 2 Transportation Commission 2006 Work Plan items as presented at 3/21 Council meeting.
 Where particular months have been identified for working on an issue, the months are noted in bold type.

Items that occur each year
Joint meeting with City Council. March.
Update on Legislative issues March.
Comprehensive Plan update, including concurrency and level of service discussion.
Participate in preparation of neighborhood plans. (Market/Norkirk)
Review grant applications.
Communication with Planning Commission on issues of joint interest.
Hold a retreat in November.
Elect officers December.
New items
Discuss changes to the Metro 2007 service changes currently under development January Make recommendations to City Council at future meeting.
Fully understand the CIP process and where the Transportation Commission can fit in to the process. Also cover how projects are modified and deleted from the CIP. February
Be involved early and proactively with shaping the next steps of project development for NE 132nd Street. Be involved before a consultant is selected. February.
Better understand intelligent transportation systems (ITS) and identify ITS opportunities in Kirkland.
Discussion of how to understand the needs of the business community. The Economic Development Manager should also attend.
Discussion of how to be more involved with neighborhood issues. The Neighborhood Services Coordinator should also attend.
Participate in making recommendations for the Impact Fee update
Evaluate changes in traffic patterns that will occur with the opening of the NE 128th Street direct access point.
Report on street design near elementary schools and its traffic calming effectiveness.
Be involved in transportation design decisions for the Totem Lake Mall.
Participate as a stakeholder in the Transit Center project.
Receive formal reports on the work of the Market Street neighborhood access project.
Receive an update (possibly written) on the TEEM model for evaluating TDM strategies
Receive a report on regional traffic congestion from Mike Cummings of PSRC
Items carried over from last year
Discuss Annexation (if needed).
Determine a policy for installation of permanent radar speed signs.
Discuss Non-Motorized issues; updated Plan and BNSF next steps.