

2016-2017 TRANSPORTATION COMMISSION WORK PLAN

September 2016

PRIORITY: 1 = High and 5 = Low

- * = Council Milestone
- = Commission Work Item
- = Ongoing Work Item

TASK	TOPIC	CURRENT PRIORITY	DESCRIPTION	2016 ESTIMATED FTE BY TASK	2016				2017			
					July	Sept	Oct	Nov-Dec	1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.
WE OWN THESE TOPICS:												
1	CIP PROCESS & PROJECTS	1	Quarterly status report, and annual review and feedback	0.1								
2	TMP IMPLEMENTATION	1	Identify and recommend to Council measures for tracking TMP implementation.	0.25				*		*		
3	TRANSPORTATION PLANNING FOR MAJOR DEVELOPMENT PROJECTS	1	Update Transportation Impact Analysis Guidelines to be consistent with TMP and codify in KMC. <i>(This item is a work in progress)</i>	0.3			*					
4	GREENWAYS	1	Develop greenway design guidelines based on best practices and TMP.	0.25								
5	CONCURRENCY	1	Annual status report on implementation and status.	0.1								
6	CLIMATE CHANGE	1	Support and monitor the City's goals to reduce transportation related greenhouse gas emissions.	NA						*		
7	ENSURE THAT THE CROSS KIRKLAND CORRIDOR (CKC) MASTER PLAN IS IMPLEMENTED METHODICALLY	3	Review project implementation to ensure it is consistent with the CKC Master Plan, including site visit.	NA								
8	CITY OF KIRKLAND TRANSIT STUDY	1	Study will examine local and regional transit issues. Assist with scope development and provide feedback to staff on study results.	NA							*	
9	ACTIVE TRANSPORTATION PLAN	4	Review status and implementation of current plan, recommend update actions.	NA							*	
10	WORK PLAN	1	Develop biennial Work Plan and present to Council at annual meeting of the Council and Commission.	0.1	*				*			
WE INFLUENCE THESE:												
11	6TH STREET STUDY	1	Identify key concepts and issues to be reviewed during the study and provide feedback on draft study conclusions. <i>(This item is a work in progress)</i>	0.25								
12	LEGISLATIVE ADVOCACY	3	Work with staff to identify Transportation Commission role, including regarding 405 Express Toll Lanes and SR 520 linkages.	0.1								
13	ST 3	1	Review final ST3 System Plan and recommend next steps based on outcome of November 2016 ballot measure.	NA								
14	METRO LONG-RANGE PLANNING	1	Review plan and recommend how results can be used in City of Kirkland Transit Study.	NA								
15	GUIDE NEXT GENERATION OF ITS THROUGH DEVELOPMENT OF A LONG-RANGE PLAN.	3	Review current status of City's ITS System and recommend next steps.	NA								
HOUSEKEEPING:												
16	CONDUCT ANNUAL ELECTION	5		NA								
WE RESPOND AND ADVISE ON THESE:												
17	CITY ORDINANCES AND POLICIES	2	Review as requested by staff or Council.	NA								
18	ONGOING MAINTENANCE	4	Review as requested by staff or Council.	NA								
19	IMPACT FEES	5	Review as requested by staff or Council.	NA								
20	ADA TRANSITION PLAN	5	Review as requested by staff or Council.	NA								
21	AS REQUESTED BY COUNCIL, CITY MGR, STAFF	5	As requested, advise on any subject brought to the commission.	NA								
FUTURE TOPICS:												
22	LAKE WASHINGTON PROMENADE	2	Track inclusion of project in the CIP	NA								
23	NEIGHBORHOOD SAFETY PROGRAM	5	Potential future work program item.	NA								
24	TRANSPORT DEMAND MANAGEMENT	5	Potential future work program item.	NA								
25	VISION ZERO/SAFETY	5	Potential future work program item.	NA								
26	DESIGN A KIRKLAND PEDESTRIAN HIGHWAY SYSTEM - KPHS.	5	Potential future work program item.	NA								
27	520 LINKAGES	5	Potential future work program item.	NA								

2016-2017 TRANSPORTATION COMMISSION WORK PLAN

August 2016

Staff Evaluation and Work Group Notes for 2018-2019 Work Plan Development

PRIORITY: 1 = High and 5 = Low

TASK	TOPIC	CURRENT PRIORITY	DESCRIPTION	2018-2019 Status & Notes	Timeline
WE OWN THESE TOPICS:					
1	CIP PROCESS & PROJECTS	1	Quarterly status report, and annual review and feedback	Ongoing, Commission provides valuable comments and recommendations. NSP Coordination more closely.	Ongoing
2	TMP IMPLEMENTATION	1	Identify and recommend to Council measures for tracking TMP implementation.	Pending, Important task that requires staff preparation and Commission input. No timeline.	keep
3	TRANSPORTATION PLANNING FOR MAJOR DEVELOPMENT PROJECTS	1	Update Transportation Impact Analysis Guidelines to be consistent with TMP and codify in KMC. <i>(This item is a work in progress)</i>	Pending, Important task that requires staff preparation and Commission input.	keep
4	GREENWAYS	1	Develop greenway design guidelines based on best practices and TMP.	Underway, project currently underway. Complete in 2018.	2017-2018
5	CONCURRENCY	3	Annual status report on implementation and status.	Ongoing. Commission monitors status. Changes would be separate work plan item.	Annual
6	CLIMATE CHANGE	1	Support and monitor the City's goals to reduce transportation related greenhouse gas emissions.	Pending. No specific activity on this item.	Change name to something like Green House Gas Reduction Monitoring - track progress of kirkland trans plans to reduce GHG, move to Future Topic, high priority
7	ENSURE THAT THE CROSS KIRKLAND CORRIDOR (CKC) MASTER PLAN IS IMPLEMENTED METHODICALLY	3	Review project implementation to ensure it is consistent with the CKC Master Plan, including site visit.	Ongoing, Commission provides valuable comments and recommendations.	Ongoing

8	CITY OF KIRKLAND TRANSIT STUDY	1	Study will examine local and regional transit issues. Assist with scope development and provide feedback to staff on study results.	Underway, project currently underway. Complete in 2018.	2017-2018
9	ACTIVE TRANSPORTATION PLAN	4	Review status and implementation of current plan, recommend update actions.	Future, project planned to begin in 2018. Complete in 2019.	2018-2019
10	WORK PLAN	1	Develop biennial Work Plan and present to Council at annual meeting of the Council and Commission.	Ongoing	Annual
WE INFLUENCE THESE:					
11	6TH STREET STUDY	1	Identify key concepts and issues to be reviewed during the study and provide feedback on draft study conclusions. <i>(This item is a work in progress)</i>	Underway, project currently underway. Complete in 2017.	Remove
12	LEGISLATIVE ADVOCACY	3	Work with staff to identify Transportation Commission role, including regarding 405 Express Toll Lanes and SR 520 linkages.	Ongoing, role of Commission in undefined. Work with CMOs office to define role. Is there a role? Replace?	Remove - Replace with item 30 & Move to Respond and Advise
13	ST 3	1	Review final ST3 System Plan and recommend next steps based on outcome of November 2016 ballot measure.	Complete, move Commission guidance to implementation of ST3 projects - 405 BRT.	Replace with ST3 Implementation - I405 BRT, Link 520
14	METRO LONG-RANGE PLANNING	1	Review plan and recommend how results can be used in City of Kirkland Transit Study.	Complete, King County has adopted long range plan. Implementation covered as part of transit plan.	Remove
15	GUIDE NEXT GENERATION OF ITS THROUGH DEVELOPMENT OF A LONG-RANGE PLAN.	3	Review current status of City's ITS System and recommend next steps.	Future, project planned to begin in 2018. Complete in 2019.	2018-2019
HOUSEKEEPING:					
16	CONDUCT ANNUAL ELECTION	5		Ongoing	Annual
WE RESPOND AND ADVISE ON THESE:					

17	CITY ORDINANCES AND POLICIES	2	Review as requested by staff or Council.	TBD	As needed
18	ONGOING MAINTENANCE	4	Review as requested by staff or Council.	Ongoing, role of Commission in undefined.	As needed
19	IMPACT FEES	5	Review as requested by staff or Council.	Ongoing. Commission monitors status. Changes would be separate work plan item.	Annual
20	ADA TRANSITION PLAN	5	Review as requested by staff or Council.	Underway, project currently underway.	As needed
21	AS REQUESTED BY COUNCIL, CITY MGR, STAFF	5	As requested, advise on any subject brought to the commission.	TBD	TBD
FUTURE TOPICS:					
22	LAKE WASHINGTON PROMENADE	2	Track inclusion of project in the CIP	Programed for 2020 in CIP.	Future
23	NEIGHBORHOOD SAFETY PROGRAM	5	Potential future work program item.	Ongoing program.	As needed
24	TRANSPORT DEMAND MANAGEMENT	5	Potential future work program item.	Ongoing program.	As needed
25	VISION ZERO/SAFTEY	1	Potential future work program item.	Underway, project planning currently underway. Will be ongoing program.	Move Influence
26	DESIGN A KIRKLAND PEDESTRIAN HIGHWAY SYSTEM - KPHS.	5	Potential future work program item.	Pending. No specific activity on this item.	TBD
27	520 LINKAGES	5	Potential future work program item.	Ongoing, coordinating with partner agencies.	Remove - Split between ST3 & SR 520 Trail items.
NEW:					
28	I-405 BRT	1		Underway, project currently underway. Complete in 2024.	Include as part of ST3 Implementation (item 13)
29	TOTEM LAKE TRANSPORTATION STUDY	1		Underway, project currently underway. Complete late 2017, early 2018.	2017-2018
30	REGIONAL COORDINATION AND ADVOCACY	3	replaces item 12	Ongoing item, include in We Respond and Advise on These	2018-2019
31	LINKAGES TO THE SR 520 TRAIL	3	Monitor and advise on opportunities to improve connections between Kirkland and SR 520 Trail.	We Respond and Advise	2018-2019