



MEMORANDUM

To: Transportation Commission

From: Doug McIntyre, AICP, Transportation Manager
Kim Scrivner, Transportation Planner
Victoria Kovacs, AICP, Transportation Planner

Date: December 13, 2023

Subject: 2024-2025 TRANSPORTATION COMMISSION WORK PLAN

Staff Recommendation:

It is recommended that the Transportation Commission review, discuss, and then recommend a Final Draft 2024-2025 Transportation Commission Work Plan (Attachment A) to the City Council for adoption.

Background:

The Transportation Commission is developing the 2024-2025 Work Plan to replace the 2022-2023 Work Plan. The 2024-2025 Work Plan is the best estimate of the items that Transportation staff will bring to the Transportation Commission for review and input in 2024 and 2025. Work items that are not envisioned in this work plan may arise and need to be accommodated at the expense of other items. If this occurs, staff will work with the Transportation Commission to amend the work plan as necessary.

The Transportation Commission discussed the first draft of the 2024-2025 Work Plan on November 29th and staff used the input to create a revised work plan, which is included as Attachment A.

Highlighted changes to the draft work plan include:

- Removal of work plan item categories such as "We Own These Items" and "We Influence These Items" to reduce confusion.
- Use of the work plan item priorities to sort the list.
- Addition of a "Commission Role" column to identify if the work plan item will be a recommendation to Council, an informational item, a collaboration with Planning and Building, or an administrative action.
- Addition of a future transit study to come out of the Kirkland Transportation Plan (KTP) as an action.
- Inclusion of the GHG reduction measures as an ongoing work item beginning in 2025.

- Removal of items that were more staff work plan and not Transportation Commission work plan.
- Creation of an "On-Deck" category that will list items intended to be worked on in the next work plan.
- Change Vision Zero to an ongoing work item.
- Combining the neighborhood plans for Juanita and Kingsgate into the KTP item(Work Plan Item #1), as they are subsets of the larger Comprehensive Plan effort.
- Addition of an overarching monitoring program to reflect Commission desire for reporting back.
- Addition of HB 1110 Middle Housing work plan item to reflect necessary collaboration with Planning and Building as they seek to update code to better implement these State-mandated efforts.

The Transportation Commission is encouraged to review and provide input on the changes highlighted above and consider if there are any additional edits to make before creating a final draft.

Next Steps

After Transportation Commission discussion and any necessary revisions in the meeting, staff will ask for the Transportation Commission to recommend City Council adopt the 2024-2025 Work Plan. Staff will work to schedule a joint meeting with the City Council for approval at a meeting to be determined in 2024.

Attachments

- A. Draft 2024-2025 Transportation Commission Work Plan