

**Snohomish City Council Workshop Minutes
March 6, 2018**

1. **CALL TO ORDER:** Mayor Kartak called the Snohomish City Council Workshop to order at 5:00 p.m., Tuesday, March 6, 2018, in the Snohomish Senior Center, 506 Fourth Street, Snohomish, Washington.

MAYOR/COUNCILMEMBERS PRESENT

Larry Countryman
Steve Dana
Karen Guzak
John Kartak, Mayor
Tom Merrill
Linda Redmon
Jason Sanders
Lynn Schilaty

STAFF PRESENT

Pat Adams, HR Manager/City Clerk
Debbie Burton, Finance Director
Yoshihiro Monzaki, City Engineer
Glen Pickus, Planning Director
Steve Schuller, City Administrator

2. **DISCUSSION ITEM:** Pedestrian Crossing and Sidewalk Repair Program and Transportation Benefit District Program

City Engineer, Yoshihiro Monzaki, stated during this workshop there will be two items presented, the Pedestrian Crossing and Sidewalk Repair Program and the Transportation Benefit District (i.e. Pavement Preservation) Program. Staff will be requesting the Council's direction on the programs and the project priorities.

Pedestrian Crossing and Sidewalk Repair Program

Mr. Monzaki stated prior to when the Pedestrian Crossing and Sidewalk Repair Program was developed, the only budget available for sidewalk repairs was in the Street budget. There was \$10,000 identified for the Street budget for sidewalk maintenance. This funding was used to perform minor sidewalk repairs and for grinding sidewalk areas. There was no funding available for constructing new sidewalks.

During the 2017 budget process, the Council approved \$60,000 for crosswalk improvements and sidewalk repairs. Existing crosswalks were improved with added lighting, signage or signals. Repairs were also made to sidewalk panels lifted by tree roots resulting in tripping hazards. The City contracted with Precision Concrete Cutting to inventory and grind areas of the sidewalk. The inventory was conducted in the historic area, along with grinding the area west of Avenue D to Glen Avenue, with a budget of \$20,000. The City's Street Department is currently continuing this work.

During the 2018 Budget process, the Council approved another \$60,000 for the Pedestrian Network Improvement project in the Capital Improvement Plan. The project was developed to implement pedestrian crossing improvements and sidewalk repairs. In prior years, during and following the fiscal crisis, funding was not specifically allocated for this project. The pedestrian crossing improvements may be bulb-outs, flashing beacons at crosswalks or some other method to alert motorists of a pedestrian crossing and improve visibility for the pedestrian. Most of the proposed pedestrian crossing improvements are located near schools where there is high pedestrian volumes.

In 2018, the following areas are proposed for sidewalk repairs:

- *Ryan Court west of Avenue A.* The tree root has lifted a segment of sidewalk panel. The tree will be removed and the sidewalk repaired.
- *Avenue D north of Second Street.* The sidewalk panel has been lifted and will be repaired.
- *Tenth Street east of Pine Avenue.* The steps in the concrete will be removed to increase accessibility for wheelchairs and motorized scooters.

Councilmember Merrill asked how the City prioritizes its pedestrian crossing and sidewalk repair projects.

Mr. Monzaki responded repairs are primarily made based on complaints.

Mr. Schuller added when the City hired the private contractor to assist with grinding activities, their focus and priority was on the historic downtown area due to significant pedestrian traffic.

Councilmember Guzak wished to confirm the \$60,000 budget will fund what staff has proposed as Attachment A in the agenda packet.

Mr. Monzaki confirmed Councilmember Guzak is correct.

Councilmember Sanders asked about traffic safety improvements along Avenue D. He wanted to know if those improvements would be outside of the Second Street Improvements.

Mr. Monzaki responded any improvements to be completed on Second Street would be a part of the Second Street Corridor Project.

Transportation Benefit District (TBD) Program

In August 2011, the TBD was approved by the City voters. The TBD increased the local sales tax rate two tenths of one percent (0.2%) and is in effect for ten years (2012 to 2021). In January 2012, the sales tax rate for our City was increased from 8.6% to 8.8%, and in March 2012 the City began to receive the initial allotment of TBD revenues. Collection of this revenue will end in 2021. In 2021, Council must evaluate the need to continue the TBD program and have the citizens of Snohomish vote on the reauthorization of the TBD program.

In December 2015, the Council adopted Ordinance 2297. This ordinance transferred all of the rights, powers, immunities, functions, and obligations of the Snohomish Transportation Benefit District to the City. All rights and functions previously exercised and/or performed by the TBD Board were assumed by and transferred to the City Council.

Two capital improvement intersection projects (15th Street/Avenue D Roundabout and 30th Street Widening Project) were included in the TBD program. The 15th Street/Avenue D Roundabout was completed in April 2015 and the 30th Street Widening Project was completed in early 2017. Since 2012, the City has collected approximately \$4.8 million from

the TBD. Approximately \$1.9 million of TBD funds have been spent to preserve approximately 3.6 miles of roadway and complete the two intersection projects. The City has been awarded approximately \$4.2 million from State and Federal grant programs for the TBD pavement preservation and intersection projects. The City has done a great job leveraging local funds with grant dollars.

With the completion of the two intersection projects, TBD funding will be used for street preservation projects. Over the next three years, approximately \$2.3 million in TBD funds will be collected for street preservation projects or about \$780,000 per year. All of the road segments within the City identified for preservation will not be paved due to the limited funding. The costs for some of the future projects assume that grant funding will be available in those future years. If grant funding is not available, those projects may not be completed or other projects may be delayed.

In 2018, it is proposed that paving occur on Fourth Street from Avenue E to Maple Avenue for a total cost of \$500,000, this includes State grant funding of \$425,000 with a TBD match of \$75,000. Additionally, the Avenue A improvements between Fourth and Fifth Street has been on the list of a while. Staff is currently working on completing the design for this project, and will be going out to bid in the spring. The TBD will only be funding the overlay portion of this project estimated at \$260,000, with the utility fund covering the utility improvement portion. Cypress Lane will also be paved as part of a utility improvement project. The City has been working with the Aldercrest Water District and the State Department of Health on transferring the Aldercrest Water District customers to the City's water system.

Year 2021 will be the last year TBD revenue will be collected under this 10-year levy. This means that there will be funds available in 2022 and possibly 2023 to complete projects. The number of projects will depend on the construction costs, oil prices (effect on asphalt cost), inflation and grant funding availability.

Councilmember Guzak asked when the last street inventory and ratings were completed.

Mr. Monzaki replied it was completed in 2011. He has been updating the ratings. Once a street is paved, the street rating is updated to 100. If another TBD is approved, by 2021, another street inventory would be appropriate.

Mr. Monzaki mentioned there have been traffic signal improvements completed throughout the City's system, which is separate from the programs discussed tonight. Prior to 2014, the state Department of Transportation (DOT) maintained the City's traffic signals. After that time, the DOT decided they would not be providing that service to the City. The City began discussions with Snohomish County about providing traffic signal maintenance services. In 2014, the Council approved the Interlocal Agreement with Snohomish County to provide maintenance services. From 2014 to 2017, the County has done considerable work for the City. Traffic signal cabinets have been replaced at the intersections of Second and D, Seventh and D, 13th and D – and the traffic signal cabinet for the 13th Street pedestrian crossing east of Avenue D has been also replaced.

The first permissive left turn signal was installed at the Second and Maple intersection and also at the 13th and Avenue D intersection. In 2018, the City is looking at installing another signal at the Tenth Street and Avenue D intersection.

Additionally, a Comcast service connection was added to the cabinet at Second and Avenue D. By doing this, the Snohomish County Traffic Signal Operations office can adjust the signal timing at the City's intersections remotely from their office.

Councilmember Guzak commented that the alliance through the Interlocal Agreement with Snohomish County related to traffic signals has greatly improved signalization within the City.

Mr. Schuller stated the City has been very aggressive in its receipt of grant monies from the State and the Transportation Benefit District has served the City well.

Councilmember Schilaty commented on the signs located at First Street and Avenue E, as impossible to read at night. She suggested brightening up the signs with some reflective paint.

Councilmember Dana commented that the road surface at Avenue A and Tenth Street is bad. He would like to know what the plan is to repair that stretch of road.

Mr. Monzaki responded that Tenth Street is one of those roads that could be a candidate for a grant. Before the road is paved, there are some sewer improvements that would need to be completed. Another issue is there are very few ADA ramps along the sidewalk on Tenth Street. It would be beneficial to obtain a grant to pave the area.

Mr. Monzaki recognized Project Engineer Andy Sics for obtaining a large number of the grants needed to fund these improvements; Senior Engineering Technician Tim Cross for assisting with the design and construction inspections; and Streets Division Lead, Dannie Allen for all of his valuable assistance in maintaining the City's existing streets and for noting areas that are in need of future paving.

Mayor Kartak thanked Mr. Monzaki for his informative presentation.

3. **ADJOURN** at 5:52 p.m.

APPROVED this 20th day of March 2018

CITY OF SNOHOMISH

ATTEST:

John Kartak, Mayor

Pat Adams, City Clerk