



## Minutes

**Meeting:** Regular Meeting  
**Time:** Wednesday, July 21, 2021 at 5:30 P.M.  
**Place:** Conference Room 243, Tacoma Municipal Building, 2<sup>nd</sup> Floor  
747 Market Street, Tacoma, WA 98402

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### I. Call to Order

Co-Chair Moore called the meeting to order at 5:31 PM.

### II. Roll Call/Introductions

No members were absent.

### III. Approval of Minutes (May 19, 2021)

The minutes were moved, seconded, and approved as presented.

### IV. Public Comment on Agenda Topics

No members of the public provided comments.

### V. Business Items

- a) Streets Initiative – Low Income/Unfit/Unsafe Sidewalks  
Sandra Guffey provided a follow-up to the May 19, 2021 regarding the Low Income/Unfit/Unsafe Sidewalk Program. She reviewed the Sidewalk Unfit/Unsafe Program process, which is complaint driven with over 100 complaints a year and over 1000 in the backlog. Property owners are allowed to fix the sidewalk on their own, participate in the city partnership program (\$6 SF), or apply for low-income assistance (no-cost). For those that want to participate in the city partnership program there is approximately \$1.157M and almost of it is encumbered for 2021-2022. Co-Chair Nyland pointed out that the green Total Funding is incorrect. Sandra acknowledged that and will fix. It does impact the remaining budget total.

Sandra shared that the Low Income Sidewalk Program has been actively mailing out notices and applications. Based on the May meeting, she is proposing to continue mailing low income applications to properties within the backlog as Public Works Streets Initiatives are designed (translation services will be available), inspect Pierce County tax exempt sites near upcoming Streets Initiative projects, notify tax exempt property owners with unfit/unsafe sidewalk of findings and include those sites in the project, change funding allocation from the Transportation Commission Set-Aside of \$6 per square foot to the full cost (~\$21 SF), utilize the Pierce County Tax Exempt Low-Income properties, and provide a progress report in March or April 2022.

CM Leighton asked why the recommendation includes the Low Income program pay for the full cost. Kurtis explained that the City's Unfit/Unsafe Sidewalk has limited funding and has been directed to complete the list



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of locations that are on the backlog. Currently, there are approximately 25 known low-income sites on the backlog that will be completed with existing Unfit/Unsafe funding (\$15 SF) and Low-Income funding (\$6 SF). Once these locations are completed there will no remaining funds available in the Unfit/Unsafe program to partner with homeowners or pay for Low-Income eligible locations. The Commission asked for additional clarification on how the two programs are funded. Sandra shared a graphic of a neighborhood that was recently evaluated around a Streets Initiative Project. Using the Pierce County Tax Exempt site, 105 properties were identified. 48 had compliant or new sidewalks, 27 had no sidewalk, and 30 had unfit/unsafe sidewalks. Staff recommendation is to use the Low-Income program wholly fund the 30 locations identified. The other option would be to wait until the 2023-2024 budget allocation to partner with the Unfit/Unsafe program. Staff prefers not to send letters until funding is secured.

CM Mason requested that progress reports be added to future agendas. Kurtis committed to provide updates as Streets Initiative projects are completed as well. Co-Chair Nyland and CM Leighton would like to see the City utilize other tools to better identify properties that might meet the Low-Income criteria. They were concerned that of the 1000 notices there are more than 100 locations that would meet the criteria for low-income. Staff explained that each funding cycle, property owners are re-notified. Some folks will respond or apply; however, there are many that do not reply.

The Commission moved, seconded, and approved staff's recommendation as outlined above. CM Leighton would support using Low-Income program funds for outreach.

b) Safe Routes to Schools Update

Carrie Wilhelme reported updates on the Safe Routes to School Program that focuses on implementing the actions outlined in the 2017 Safe Routes to School Action (SRTS) Plan. The Plan prioritizes infrastructure improvements at schools based on crashes in a one-mile radius, percent of students that receive free or reduced lunches, and percent of non-white student populations. Education and Encouragement activities are primarily funded by the Washington Traffic Safety Commission to create a pedestrian safety curriculum for elementary PE class, five bike rodeos and helmet giveaways, walk and roll to school days, two temporary traffic gardens, five bike and pedestrian safety videos, and student safety patrol. For Engineering, the walking route maps for all elementary schools will be updated with community input. Staff also provides input on to the School District when siting and planning for new schools. City capital projects also take in to consideration improvements when they are in/near a school zone. CM Mason asked if unfit/unsafe sidewalks or missing sidewalks are identified on school zones and, if not, they should be. Carrie shared that they are identified when fronting a school, but not typically for other projects. Since 2018, Lister, First Creek, Mary Lyon, Blix, and Stanley received some SRTS improvement. Other projects that are funded and in the planning phase include Manitou, Edison, Whitman, Roosevelt and Lincoln.

Carrie shared that the City is in the process of hiring a new SRTS Coordinator, planning to incorporate SRTS within Vision Zero, and using grant funds to develop a driver speed education campaign. CM Leighton also shared that Representative Fey has been instrumental in securing funds for SRTS as well. CM Leighton asked if the City knows what the need is to make every school route safe. Carrie stated that the City does not have that citywide funding need, but recognizes the importance of knowing the need.

## VI. Other Business/Updates



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- a) Transit Oriented Development Advisory Group (Justin Leighton/Matt Stevens) – CM Leighton shared that the group discussed recommendations on Portland Avenue TDLE Station location. They also discussed the future of TODAG and possible sunseting or continuance.
- b) Bus Rapid Transit Citizens Committee (Richard Gardener/Jane Moore) – The last meeting was in May. They have not completed the 60% design; however, the station locations and alignment have changed. The next meeting is planned for September 2021. CM Leighton asked for clarification on the roundabout locations. Kurtis shared that there is a roundabout proposed for 96<sup>th</sup>. It is unlikely that a roundabout will be located at 56<sup>th</sup> due to the right-of-way and other traffic operational impacts. CM Leighton asked if the City would support roundabouts in urban neighborhoods. Kurtis explained that it could be an option because they do drastically reduce left turn or t-bone collisions, but it is important to consider all impacts or options.
- c) Bicycle Pedestrian Technical Advisory Group (Jennifer Kammerzell/Jane Moore) – Chair Jenn Halverson Kuehn shared that the group discussed bicycle concepts for S 11<sup>th</sup> & S 12<sup>th</sup> options, Climate Action Plan updates, micromobility launch, vehicles on the pipeline trail, and membership recruitment.
- d) Planning Commission Agenda – 7/21 2022 Annual Amendment Debriefing & Discussion - [Planning Commission Agendas and Minutes](#)

## VII. Staff Reports

- a) Responses to Commission Inquiries & Staff Comments – Jennifer shared that there are four positions that the Infrastructure, Planning, and Sustainability Committee will be interviewing for: one At-Large and District 1, 2, 5
- b) Status of Grant Applications & Major Capital Projects – E 64<sup>th</sup> Street is close to being completed.
- c) Upcoming Public Meetings & Events – No staff updates were provided.

## VIII. Commissioner Comments

CM Mason shared that the Port of Tacoma is conducting free tours.

CM Gardner shared an article/interview with Roger Millar regarding transportation infrastructure - <https://www.tvw.org/blog/2021/07/inside-olympia-transportation-infrastructure/>

## IX. Public Comment

One email was forwarded to the Commission prior to the meeting.

## X. Adjourn

Co-Chair Moore adjourned the meeting at 7:10 PM.



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