

CITY OF LYNNWOOD  
TRANSPORTATION BENEFIT DISTRICT BOARD MEETING MINUTES  
March 25, 2013

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2 10. CALL TO ORDER – The special meeting of the City of Lynnwood Transportation Benefit  
3 District (TBD) Board, held in the Council Chambers of Lynnwood City Hall, was called to  
4 order by Board President Simmonds at 6:00 p.m. on March 25, 2013.  
5

6 20.

ROLL CALL

Board President Loren Simmonds  
Board Member Kerri Lonergan-Dreke  
Board Member Mark Smith  
Board Member Van AuBuchon  
Board Member Sid Roberts  
Board Member Benjamin Goodwin  
Board Member M. Christopher Boyer

OTHERS ATTENDING

Public Works Director Bill Franz  
Deputy PW Director Elekes  
Project Manager David Mach  
Council Assistant Beth Morris

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9 30. APPROVAL OF MINUTES – Regular Meeting October 8, 2012

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11 *Motion made by Board Member Lonergan-Dreke, seconded by Board Member Smith, to*  
12 *approve the minutes of the Regular Meeting of October 8, 2012 as presented. Motion passed*  
13 *unanimously.*  
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15 40. ELECTION OF BOARD OFFICERS

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17 *Motion made by Board Member Smith, seconded by Board Member Boyer, to nominate*  
18 *Loren Simmonds for President. Motion passed unanimously.*  
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20 *Motion made by Board Member Smith, seconded by Board Member Boyer, to nominate Sid*  
21 *Roberts for Vice President. Motion passed unanimously.*  
22

23 50. PRESENTATION AND DISCUSSION: TRANSPORTATION PLANNING, FUNDING,  
24 AND COMMUNITY EDUCATION/OUTREACH  
25

26 Director Franz gave a presentation on transportation planning, funding, community  
27 education, and outreach. He discussed the role of the Growth Management Act and PSRC's  
28 Vision 2040 in planning for growth. In an effort to protect single-family areas and maintain  
29 the 50/50 ratio of multifamily to single-family, some new key areas of growth were  
30 identified in Lynnwood including the City Center and SR 99. Zoning and land use  
31 ordinances allow for that type of development to occur in those areas. The acceptable Level  
32 of Service (LOS) for transportation is determined by the City. He stated that the analysis of  
33 what needs to be done in Lynnwood depends very heavily on the LOS standard.  
34

35 Board Member Lonergan-Dreke asked for an explanation of cycle lengths for the signal  
36 cycle wait. Director Franz noted that there is some variability in the cycle length, but he

1 doesn't think it is very dramatic. In general they try to keep the cycle in the 80-90 second  
2 range no matter how much traffic there is. He indicated he would verify this with the traffic  
3 engineer.

4  
5 Director Franz explained that if you choose a higher LOS standard, it will cost more than the  
6 City can afford and he is not sure they would even like the results. On the other hand, if you  
7 don't want to spend as much money on capacity projects you can choose a much lower LOS.  
8 This is more affordable, but then you'd have bad traffic and unhappy users. As an example,  
9 Deputy Public Works Director Elekes noted that the original City Center Plan envisioned  
10 improving the LOS level to D. Consequently, that dictated additional roads in the City  
11 Center at an approximate cost of \$70-80 million. As a result of that, staff elected to come  
12 back to Council and recommend changing the LOS back down to a range of affordability.  
13 Director Franz reviewed the PM peak hour as the time that is analyzed for traffic impacts.  
14 This is basically the highest hour between 4 and 6 p.m. Deputy Director Elekes pointed out  
15 that this does not include the holiday season. Director Franz concurred and noted that if they  
16 were to design for the heaviest holiday days, it would not be affordable, and they would end  
17 up with a lot of lanes that aren't used most other times of the year.

18  
19 Director Franz explained that the analysis shows the portions of the system that don't meet  
20 the LOS standards. Out of that list comes the 20-year list of capacity projects in order to  
21 make the city's transportation system meet the LOS standards over time. This accounts for  
22 the first 19 projects on the 20-year list (in TBD Board packets, page 50-6) totaling  
23 \$166,864,616 over twenty years.

24  
25 Board Member AuBuchon referred to a project on Larch Way at I-5 which he had not seen  
26 before. Director Franz explained that would be further out than 20 years, but it would be a  
27 crossing of I-5 at 40th and would come into the bottom side of the City Center area. Since  
28 the growth isn't in that area yet, the project was pushed further out. Deputy Director Elekes  
29 explained that the City Center has a growth target of 9.1 million square feet, but the long-  
30 range plan is as much as 15 million square feet. If and when the City decides to take the cap  
31 from 9.1 to something higher it would trigger the need for that particular arterial. Board  
32 Member AuBuchon spoke in support of this project since it could help improve traffic  
33 congestion due to I-5. Bridging that area would ultimately allow the City to get more  
34 commerce in and out of areas such as City Center and Alderwood Mall and would make  
35 these areas more desirable for the intended development we are looking for. He  
36 recommended moving it into the current 20-year list.

37  
38 Director Franz continued to review the Traffic Impact Analysis. He noted that the analysis is  
39 all built upon the previously-determined LOS standard, the land use zoning, and other city  
40 plans. He cautioned that any changes to the LOS would necessitate starting the analysis  
41 process over along with all the associated costs and at least an extra year of work.

42  
43 Board Member Smith asked when the last time the levels of service were analyzed citywide.  
44 Deputy Director Elekes thought it was done around 2006-2007 at the time the  
45 *Transportation Business Plan* was put together. All that information was also analyzed  
46 when the Traffic Impact Fee System was developed a few years. David Mach pointed out  
47 that before there were levels of service C, D, and E, there was a level of service F

1 everywhere. When a better model was developed, the options and standards were further  
2 explored. Board Member Smith thought it would be prudent to revisit and update the LOS at  
3 some point in the future. Deputy Director Elekes concurred. He stated that when staff did the  
4 first Transportation Business Plan, the plan was to come back every five or six years.  
5 However, with the prioritization of limited resources, that got put on hold for a bit. If land  
6 use is changed with the major Comprehensive Plan update coming up, the entire  
7 infrastructure must be analyzed to make sure it can be supported, and this would include  
8 transportation. Board Member AuBuchon supported Board Member Smith's proposal that  
9 this be closely looked at more frequently. From his experience, transportation is a major  
10 issue with the citizens.

11  
12 Director Franz reviewed the status of key transportation projects. He explained that many of  
13 the capacity projects that will help alleviate growth, such as from Lynnwood Place, are not  
14 only planned, but are underway. He explained that after the projects and programs are  
15 determined, the funding mechanisms are addressed. This includes things such as impact  
16 fees, mitigations, LIDs, and TBDs.

17  
18 Board Member Roberts commented that once Lynnwood's traffic impact fees are fully  
19 phased in, we will have the third highest traffic impact fees in the state. He asked for some  
20 justification of the huge jump from zero to this amount. David Mach explained that when  
21 they started to look at how to finance all the infrastructure of the City Center, staff realized  
22 they were lacking traffic impact fees. What drives the rates is the state suggesting that the  
23 City take a certain amount of growth. This converts to a certain type of land use coupled  
24 with desired levels of service which begets a required level of investment. Deputy Director  
25 Elekes added that the list of projects is expensive in order to accomplish that. Board  
26 Member Roberts expressed concern that the overall cost to do business in Lynnwood may  
27 get too high. Deputy Director Elekes commented that when the Traffic Impact Fee Analysis  
28 was done staff compared Lynnwood with other cities they were competing against for  
29 growth. Rates were structured around cities that were developing in the same way such as  
30 Bellevue, Federal Way, and Everett.

31  
32 Director Franz noted that the TBD has already adopted the \$20 fees. They can go up to \$100  
33 with a vote of the public or they can institute up to 0.20% of sales tax with a vote of the  
34 public. Staff has talked with the Board in the past about how to approach the public and  
35 when to perhaps gear up for some kind of voting measure if that is appropriate after talking  
36 to the public. He stated the need to be very strategic in the timing of their outreach in order  
37 to maximize their efforts. Director Franz discussed the need for the Board to determine a  
38 schedule so staff can begin the process of community education and outreach. He informed  
39 the Board that they should begin the process about a year ahead of time before heading out  
40 to a public vote. Director Elekes reviewed a draft proposed schedule of activities leading up  
41 to this point.

42  
43 Board Member Lonergan-Dreke stated she believes it is important not to rush or move  
44 forward on a possible ballot measure until they have heard from the citizens as to what they  
45 want and what they are willing to spend. She acknowledged that the City has a lot of  
46 transportation needs that need to be funded, but she emphasized the need to represent and  
47 really listen to people. She feels that staff is possibly putting the cart before the horse.

1 Deputy Director Elekes concurred and stated that the emphasis of the program is the process  
2 of hearing what the people want and checking back in with the Board to then set the strategy  
3 of how to go forward. He said staff was trying to convey that whatever the outcome is, it's a  
4 long process that will take a lot of staff time and resources. He welcomed further discussion  
5 of this at another meeting.  
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7 *Motion made by Board Member Smith, seconded by Board Member Goodwin, to schedule a*  
8 *Special Meeting on April 29 to resume this discussion. Motion passed unanimously.*  
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10 60. ADJOURNMENT

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12 Board President Simmonds stated that the next meeting would be a Special Meeting held on  
13 April 29 at 6 p.m. in the Council Chambers.  
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15 The meeting was adjourned at 6:57 p.m.  
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20 Loren Simmonds, TBD Board President

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25 Lorenzo Hines, Jr.  
26 Finance Director, acting as Board Treasurer