

**CITY OF SULTAN
COUNCIL MEETING – COMMUNITY CENTER
319 MAIN STREET, SULTAN, WA 98294
June 30, 2022**

IN PERSON AND REMOTE ATTENDANCE AVAILABLE
SEE PAGE 2 FOR INSTRUCTIONS ON ATTENDANCE VIA ZOOM

7:00 PM - CALL TO ORDER - Pledge of Allegiance and Roll Call

CHANGES/ADDITIONS TO THE AGENDA (Requires a motion)

PRESENTATIONS

- 1) AB22-46_US2 Public Engagement Round 1 City Council Check-In

PUBLIC HEARINGS

- 1) AB22-40_Resolution 22-05_2023-2028 Transportation Improvement Plan (6 Year TIP)

COMMENTS FROM THE PUBLIC

COUNCILMEMBER COMMENTS

MAYOR/CITY ADMINISTRATOR COMMENTS

STAFF REPORTS

- 1) Community Development Staff Report

CONSENT AGENDA

- 1) Vouchers & Payroll thru June 23, 2022
- 2) 5/5/2022 Council Workshop Minutes
- 3) 5/12/2022 Council Meeting Minutes
- 4) 5/26/2022 Joint Council and Planning Board Meeting Minutes

ACTION ITEMS

- 1) AB22-48_Confirm RaeAnna Marshall to the Alliance Board
- 2) AB22-40_Resolution 22-05_2023-2028 Transportation Improvement Plan
- 3) AB21-36_Sultan Basin Area Park Design Contract
- 4) AB22-47_Evacuation Trail Lighting Project
- 5) AB22-49_Data Sharing Agreement with the State Auditor's Office
- 6) AB22-50_USPS Lease Agreement
- 7) AB22-43_SAFEbuilt Agreement_On Call building Inspections and Plan Review

EXECUTIVE SESSION (may be held at any time during the meeting)

CLOSE OF MEETING - 10:00 PM or at the conclusion of Council business.

WRITTEN PUBLIC COMMENT SHOULD BE EMAILED TO THE CITY CLERK, TAMI PEVEY
EMAIL: TAMI.PEVEY@CI.SULTAN.WA.US

WRITTEN COMMENTS SHOULD BE RECEIVED NO LATER THAN 4:00 PM THE DAY OF THE
MEETING

REMINDER TO STAFF AND VISITORS TO SPEAK INTO THE MICROPHONE

ADA NOTICE:

Accommodations for persons with disabilities will be provided upon request. Please make arrangements prior to the meeting by calling City Hall at 360-793-2231. For additional information please contact the City at cityhall@ci.sultan.wa.us or visit our web site at www.ci.sultan.wa.us

DIRECTIONS FOR ATTENDING THE COUNCIL MEETING AND INSTRUCTIONS ON PROVIDING REMOTE ORAL PUBLIC COMMENT:

1. At 7:00 p.m. (or shortly before or after) on Thursday, please join the meeting via computer or phone as shown below and enter the meeting ID to join the meeting. If using the website, the phone number given may be different, please follow prompts given:

- Via Computer:
- https://us02web.zoom.us/j/81760127874?pwd=8KQa_RTJhtpkgXeGe1rAPXE19pNs6g.1
- Phone #: (253) 215-8782
- Meeting ID: 817 6012 7874
- Passcode: 653637
- After you enter the meeting ID, if it asks for a participant ID, just wait or press # and you will be added to the meeting.

Please note if you attend via computer, your computer may provide different options for connecting to audio to include different phone numbers. It is recommended to follow the zoom compute prompts to connect to the meeting

2. You will be muted upon entry to the meeting. When it is the portion of the meeting for Public Comment, your name will be called to speak, and the City Clerk will unmute you.
3. Please begin your comments by stating your name, city of residence, and any organization represented.
4. Please be advised that your comments are being recorded.

Each speaker is allotted 3 minutes and you will be notified when your time has expired.



SULTAN CITY COUNCIL

Agenda Bill No. 22-40

SUBJECT	Public hearing on the 2023-2028 Transportation Improvement Plan (TIP)
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DATE	DEPT	CONTACT	PRESENTER	ITEM
6/30/2022	Public Works	Nate Morgan	Nate Morgan	Public Hearing #1

Discussion: CM 6/30/2022, CM 6/10/2021 (re: 2022-2027 TIP under AB21-59)

Attachments:

- A. Resolution 22-05 Approving the 2023-2028 Transportation Improvement Plan
- B. 2023-2028 Transportation Improvement Plan
- C. RCW 35.77.010

REQUESTED ACTION: Close the Public Hearing regarding the changes to the 2023-2028 Transportation Improvement Plan.

State and Regional Transportation Planning:

State law (RCW 35.77.010) mandates that all local jurisdictions annually adopt and submit to the state a six-year program of the local Transportation Improvement Plan (TIP).

The six-year local TIP serves as a work plan for the development of local transportation systems and represents an important planning component under the State’s Growth Management Act.

The Washington State Department of Transportation (WSDOT) and the Puget Sound Regional Council (PSRC) use local TIPs as a tool for coordinating the transportation programs of local jurisdictions within the regional agencies.

The PSRC also monitors local TIPs for projects of regional significance (to be modeled for air quality conformity) and projects supported by federal funds. These projects are incorporated into the regional TIP, which is then forwarded for inclusion in the state TIP.

Local Transportation Planning:

In 2020 the city completed an update to the Transportation Element of the comprehensive plan. Transportation capital projects are a subset of the 2020 update. Transportation capital projects are generated out of the 20-year list of projects included in the Transportation Element. The funded projects included in the six-year TIP are included in the six-year Capital Improvement Plan adopted by the City Council during the budget process.

The importance of the City of Sultan TIP is that in most cases, projects must be included on the Local TIP to be eligible for state and federal grant programs. The proposed local TIP includes several projects that would compete well against state and federal grant program criteria.

Sultan Six-Year TIP:

Staff has updated the City of Sultan 2023-2028 Local TIP. The TIP carries forward 7 of the projects from the 2022-2027 TIP:

- T-39 Pavement Maintenance Program
- T-51 3rd Street Reconstruction
- T-72 Old Owen Road Reconstruction
- NM-3 Sidewalk ~~Spot~~ Improvements City Wide/ Sultan Basin Road Gap Improvements
- T-36 138th Street extension
- T-34E US 2 Intersection Improvements Main St - Install Roundabout
- T-35 Cascade View Drive Reconstruction

The TIP also includes 6 new projects:

- T-34A US 2 - Intersection Improvements at Old Owen Road
- NM-5 US 2 Route Corridor Trail Phase 1
- T-57 New East-West Collector #1 Trout Farm Rd/307th Ave NE to 124th St SE
- T-73 New East-West Collector #2 311th Ave SE to 130th St SE/Sultan Basin Rd
- T-75 New East-West Collector #3 8th St to 135th St SE/Bryant Rd
- T- 74 New East-West Collector #4 Fir Ave to Sultan Basin Rd/148th St SE

The city has spent the last ten years improving key intersections in the downtown core and have completed these projects:

- Alder Avenue Project (reconstructing Alder from 5th to 8th)
- High Avenue and 4th Street Reconstruction Project (reconstructing High from 1st to 4th, and 4th Street from Alder to Date)
- 4th and 5th Street Project (reconstructing 4th and 5th Street from US2 to Alder).
- Sultan River Pedestrian Bridge Project
- Susie's Trail Project
- 3rd Street Reconstruction Project.
- Main Street from 4th to 8th

The 2023-2028 TIP focuses on adding capacity to intersections on US2 and the addition of new roads to help with circulation as well as preservation projects and pedestrian improvements. With the increased amount of growth, the city is seeing, it is imperative that we plan and begin funding capacity improvements.

The City's TIP is predominantly grant driven. Transportation Impact Fees can only be used for projects that add capacity and cannot be used for preservation, maintenance, or reconstruction. Even with the influx of new homes and traffic impact fees the capacity projects are very costly and will still need some grant funding to complete all the needed improvements.

Expenditures:

NM-3 (Sidewalk ~~Spot~~ Improvements City Wide/ Sultan Basin Road Gap Improvements) has been carried forward and the name modified to call out a specific project that may be leigable for grant's.

T-39 (Pavement Maintenance Program) has been carried forward to reflect a \$12,500 expenditure in 2023 to account for repairs on a yet-to-be determined city street.

T-34E (US2 intersection improvements Main Street - install roundabout) has been carried forward from 2022 to 2023. The city initiated a 30% design contract in 2021 because this intersection will begin to drop below the adopted level of service standards during the next few years. In 2022 the city was successful in receiving a grant through the Puget Sound Regional Council Rural Town Center and Corridors grant program to complete the design and right of Way (ROW) acquisition for this project, those funds are programmed into the TIP.

T-34A (US 2 - Intersection Improvements at Old Owen Road to Enhance Safety and Capacity) Has been added. This intersection will begin to drop below the adopted level of service standards during the next few years, discovering this through concurrency reviews, staff took action to start looking at grants and applying for funding to design and acquire the necessary right away at this intersection.

NM-5 (US 2 Route Corridor Trail Phase 1) this project has been added due to potential grant funding in future years. In 2022 the city applied for CMAQ grants through Puget Sound Regional Council to move forward with this project if selected we need to have this project on our current transportation improvement plan. If the city is successful, these funds will become available in the year 2025 and 2026 or design and right of way acquisition.

T-51 (3rd Street Reconstruction from Cedar to High Avenue) has been carried forward to 2028 through 2022. Staff will be seeking grant funding.

T-57 (New East-West Collector #1 Trout Farm Rd/307th Ave NE to 124th St SE) has been added. Staff will be seeking grant funding for this project. This project is estimated to remove 100 local trips off US2, but more importantly it will create an additional emergency evacuation route for citizens in case of a dam failure or flooding. The city has received letters of support for an east west connection project from Snohomish County sheriff's and Snohomish County Fire District 5 due to the imperative need for an additional evacuation route.

T-73 (New East-West Collector #2 17th Ave SE to Gohr Rd) has been added. Staff will be seeking grant funding for this project. This project is estimated to remove 530 local trips off US2, but more importantly it will create an additional emergency evacuation route for citizens in case of a dam failure or flooding. The city has received letters of support for an east west connection project from Snohomish County sheriff's and Snohomish County Fire District 5 due to the imperative need for an additional evacuation route.

T-75 (East-West Arterial Connector #3, 8th St to 135th St SE/Bryant Rd) has been added. Staff will be seeking grant funding. This project is estimated to remove 600 local trips off of US2. but more importantly it will create an additional emergency evacuation route for citizens in case of a dam failure or flooding. The city has received letters of support for an east west connection project from Snohomish County sheriff's and Snohomish County Fire District 5 due to the imperative need for an additional evacuation route.

T-74 (East-West Arterial Connector #4, Fir Ave to Sultan Basin Rd/148th St SE) has been added. Staff will be seeking grant funding for this project. This project is estimated to remove 390 local trips off US2, but more importantly it will create an additional emergency evacuation route for citizens in case of a dam failure or flooding. The city has received letters of support for an east

west connection project from Snohomish County sheriff's and Snohomish County Fire District 5 due to the imperative need for an additional evacuation route.

T-35 (Cascade View Drive Reconstruction) has been added in 2027 and 2028 and staff will seek grant funding.

T-72 (Old Owen Road Reconstruction from US2 to the northern city limits) has been carried over. Staff plans to seek grant funding for this project through the Community Development Block Grant program.

T-36 (138th St extension) has been carried over. This is an anticipated project to help with circulation as developments come; staff will seek grant funding.

DISCUSSION:

The 2023-2028 TIP is based on the 2011 Comprehensive Plan updated in 2020. The transportation element proposes a series of transportation improvements, both in facilities and in policy, to help Sultan address current and expected issues while maintaining an effective and acceptable transportation system.

The 2023-2028 TIP is compliant because it is based on a compliant transportation element that meets the standards of RCW 36.70A.070(6).

The 2023-2028 TIP provides a multi-year financing plan based on the needs identified in the comprehensive plan, the appropriate parts of which serve as the basis for the six-year TIP required by RCW 35.77.010.

FISCAL IMPACT:

The fiscal impact comes from including the TIP in the six-year Capital Improvement Plan. The six-year CIP is the list of facilities (including transportation projects) the city intends to build over the next six years to meet concurrency with a financing plan to pay for the projects.

CITY OF SULTAN
WASHINGTON
RESOLUTION NO. 22-05

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
SULTAN, WASHINGTON, APPROVING THE 2023-2028
TRANSPORTATION IMPROVEMENT PLAN.**

WHEREAS, RCW 35.77.010 mandates that all local jurisdictions annually adopt and submit to the state a six-year program of transportation improvements known as the Local TIP; and

WHEREAS, the six-year local Transportation Improvement Plan (TIP) serves as a work plan for the development of local transportation systems and, as such, represents an important planning component under the State's Growth Management Act; and

WHEREAS, in 2020, the City revised the Transportation Element of its 2011 update to the Comprehensive Plan and the transportation capital projects are a subset of that Element; and

WHEREAS, the 2023-2028 TIP is compliant because it is based on a compliant Transportation Element that meets the standards of RCW 36.70A.070(6); and

WHEREAS, an environmental review was conducted for the 2020 revised Transportation Element in accordance with the provisions of the Washington State Environmental Policy Act; and

WHEREAS, the 2023-2028 TIP provides a multiyear financing plan based on the needs identified in the comprehensive plan, the appropriate parts of which serve as the basis for the six-year TIP required by RCW 35.77.010; and

WHEREAS, the 2023-2028 Transportation Improvement Plan will further and be consistent with the goals, objectives and policies of the City's Comprehensive Plan, including the County-Wide Planning Policies for Snohomish County. Additionally, the proposed revisions are consistent with the City's plans, policies and regulations for providing community facilities, including but not limited to utilities, transportation, parks, or schools; and

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SULTAN, WASHINGTON, DO RESOLVE AS FOLLOWS:

Section 1. Findings. The City Council makes the following findings with regard to the 2023-2028 TIP:

- A. The 2023-2028 TIP is based on the 2020 update to the traffic section of the Comprehensive Plan
- B. The 2023-2028 TIP is compliant because it is based on a compliant Transportation Element that meets the standards of RCW 36.70A.070(6).

ATTACHMENT A

- C. The 2023-2028 TIP provides a multiyear financing plan based on the needs identified in the comprehensive plan, the appropriate parts of which serve as the basis for the six-year TIP required by RCW 35.77.010.
- D. Pursuant to RCW 35.77.010, the City of Sultan is taking legislative action to approve the 2023-2028 TIP.

Section 2. Adoption. The attached Exhibit A is adopted as the 2023-2028 Transportation Improvement Plan of the City of Sultan and incorporated by reference the same as though it were fully set forth herein.

Section 3. Filing. The City Clerk is directed to file a copy of this Resolution with the Secretary of Transportation not more than thirty days after its adoption.

PASSED BY THE CITY COUNCIL AT A REGULAR MEETING THEREOF ON THE 23RD DAY OF JUNE 2022.

CITY OF SULTAN

By: _____
Russell Wiita, Mayor

ATTEST:

By: _____
Tami Pevey, City Clerk

CITY OF SULTAN 2023-2028 TRANSPORTATION IMPROVEMENT PLAN

Priority	Project Number	Project Name	Project Description	Estimated Total Project Cost in 2019	2023	2024	2025	2026	2027	2028	2029-2033	Total	City Funds	Other Funds	Grant	
1	NM-3	Sidewalk Improvements <u>City Wide/ Sultan Basin Road Gap improvements</u>	Repair, replace and construct missing sidewalks within the City	\$ 1,000,000.00	design							\$ -				
					R/W								\$ -			
					Const.	\$ 850,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 30,000.00	\$ 40,000.00	\$ 1,000,000.00	\$ 60,000.00		
2	T-39	Pavement Maintenance Program	Overlay, chip seal, crack seal and asphalt patch streets within the city limits	\$ 140,500.00	design							\$ -				
					R/W								\$ -			
					Const.	\$ 12,500.00	\$ 12,500.00	\$ 12,500.00	\$ 13,000.00	\$ 15,000.00	\$ 15,000.00	\$ 60,000.00	\$ 140,500.00	\$ 80,500.00		
3	T-34E	US 2 Intersection Improvements	US 2 - Main St - Install Roundabout intersection	\$ 3,375,000.00	design	\$375,000.00						\$ 375,000.00	\$ 75,000.00	\$ 300,000.00	PSRC/RTCC	
					R/W		\$ 600,000.00						\$ 600,000.00	\$ 120,000.00	\$ 480,000.00	PSRC/RTCC
					Const.			\$2,400,000.00					\$ 2,400,000.00	Unfunded		
4	T-34A	US 2 Intersection Improvements	US 2 - Intersection Improvements at Old Owen Road to Enhance Safety and Capacity	\$ 8,990,000.00	design			\$ 990,000.00				\$ 990,000.00	Unfunded			
					R/W				\$ 500,000.00				\$ 500,000.00	Unfunded		
					Const.					\$ 3,500,000.00	\$ 4,000,000.00		\$ 7,500,000.00	Unfunded		
5	NM-5	US 2 Route Corridor Trail Phase 1	Connect the recently completed Sultan River Pedestrian/Bicycle Bridge to the existing pedestrian facilities on the south side of US2 located near Main Street and US2.	\$ 1,115,000.00	design			\$ 160,000.00				\$ 160,000.00	Unfunded			
					R/W								\$ -	Unfunded		
					Const.				\$ 955,000.00				\$ 955,000.00	Unfunded		
6	T-57	East-West Arterial Connector #1	Trout Farm Rd/307th Ave NE to 124th St SE	\$ 13,000,000.00	design						\$ 2,750,000.00	\$ 2,750,000.00	Unfunded			
					R/W							\$ 650,000.00	\$ 650,000.00	Unfunded		
					Const.							\$ 9,600,000.00	\$ 9,600,000.00	Unfunded		
7	T-73	East-West Arterial Connector #2	17th AVE to Gohr Rd	\$ 12,485,800.00	design						\$ 2,600,000.00	\$ 2,600,000.00	Unfunded			
					R/W							\$ 365,800.00	\$ 365,800.00	Unfunded		
					Const.							\$ 9,520,000.00	\$ 9,520,000.00	Unfunded		
8	T-75	East-West Arterial Connector #3	8th St to 135th St SE/Bryant Rd	\$ 8,485,800.00	design			\$ 600,000.00	\$ 2,000,000.00			\$ 2,600,000.00	Unfunded			
					R/W						\$ 365,800.00		\$ 365,800.00	Unfunded		
					Const.							5,520,000	\$ 5,520,000.00	Unfunded		
9	T-74	East-West Arterial Connector #4	Fir Ave to Sultan Basin Rd/148th St SE	\$ 14,360,000.00	design						\$ 3,600,000.00	\$ 3,600,000.00	Unfunded			
					R/W							\$ 500,000.00	\$ 500,000.00	Unfunded		
					Const.							\$ 10,260,000.00	\$ 10,260,000.00	Unfunded		
10	T-35	Cascade View Drive Reconstruction	Reconstruct Cascade View Dr to Collector arterial standard and provide intersection improvements at US-2	\$ 616,000.00	design				\$ 125,000.00			\$ 125,000.00	Unfunded			
					R/W							\$ 491,000.00	\$ 491,000.00	Unfunded		
					Const.								\$ -	Unfunded		
11	T-72	Old Owen Road Reconstruction	Reconstruct Old Owen Road from SR 2 to north City limits. Add curb, gutter and sidewalk, water main and drainage improvements.	\$ 360,000.00	design							\$ -	Unfunded			
					R/W								\$ -	Unfunded		
					Const.							\$ 360,000.00	\$ 360,000.00	Unfunded		
12	T-36	138th St Extension	Reconstruct and extend 138th St. between Sultan Basin Rd. and 339th Ave SE	\$ 2,833,600.00	design							\$ -	Unfunded			
					R/W								\$ -	Unfunded		
					Const.							\$2,833,600	\$2,833,600	Unfunded		
13	T-51	3rd St. Reconstruction	Repair, replace, and construct as necessary asphalt, sidewalks, and bike lanes. Project is combined with water, sewer, and stormwater system projects.	\$ 1,456,000.00	design							\$ -	Unfunded			
					R/W								\$ -	Unfunded		
					Const.							\$1,456,000	\$1,456,000	Unfunded		
TOTAL EXPENDITURES \$ 68,217,700.00					\$ 1,237,500.00	\$ 632,500.00	\$ 3,582,500.00	\$ 2,088,000.00	\$ 5,660,000.00	\$ 4,901,800.00	\$ 50,115,400.00	\$ 68,217,700.00	\$ 335,500.00	\$ 780,000.00		
					2023	2024	2025	2026	2027	2028	2029-2033	Total	City Funded	Other Funds		
Cost by year if funded																

RCW 35.77.010

Perpetual advanced six-year plans for coordinated transportation program expenditures – Non-motorized transportation -- Railroad right-of-way.

(1) The legislative body of each city and town, pursuant to one or more public hearings thereon, shall prepare and adopt a comprehensive transportation program for the ensuing six calendar years. If the city or town has adopted a comprehensive plan pursuant to chapter [35.63](#) or [35A.63](#) RCW, the inherent authority of a first-class city derived from its charter, or chapter [36.70A](#) RCW, the program shall be consistent with this comprehensive plan. The program shall include any new or enhanced bicycle or pedestrian facilities identified pursuant to RCW [36.70A.070](#)(6) or other applicable changes that promote non-motorized transit.

The program shall be filed with the secretary of transportation not more than thirty days after its adoption. Annually thereafter the legislative body of each city and town shall review the work accomplished under the program and determine current city transportation needs. Based on these findings each such legislative body shall prepare and after public hearings thereon adopt a revised and extended comprehensive transportation program before July 1st of each year, and each one-year extension and revision shall be filed with the secretary of transportation not more than thirty days after its adoption. The purpose of this section is to assure that each city and town shall perpetually have available advanced plans looking to the future for not less than six years as a guide in carrying out a coordinated transportation program. The program may at any time be revised by a majority of the legislative body of a city or town, but only after a public hearing.

The six-year plan for each city or town shall specifically set forth those projects and programs of regional significance for inclusion in the transportation improvement program within that region.

(2) Each six-year transportation program forwarded to the secretary in compliance with subsection (1) of this section shall contain information as to how a city or town will expend its moneys, including funds made available pursuant to chapter [47.30](#) RCW, for non-motorized transportation purposes. (3) Each six-year transportation program forwarded to the secretary in compliance with subsection (1) of this section shall contain information as to how a city or town shall act to preserve railroad right-of-way in the event the railroad ceases to operate in the city's or town's jurisdiction.