

From: [Benson, Charles](#)
To: [Hoffman, Jemae](#); [Beckman, Eric](#); [Lamon, Luke](#); [Bryant, Bill](#); [Crosley, Stephen](#); julie.underwood@mercergov.org; [Kirsten Taylor](#)
Subject: Mercer Island Transit Interchange, Meeting Minutes and Work Plan
Attachments: [image001.png](#)
[ST MEMO Mercer Island Interchange minutes 20180612 draft.docx](#)
[Mercer Island Interchange Work Plan Summary revised draft.docx](#)
[Mercer Island Transit Work Plan Summary Table revised draft.docx](#)

Hello all,

It was nice meeting with everyone on Tuesday and looking forward to continued coordination in moving this important project forward. Per that meeting, please find the following documents attached:

1. Draft meeting minutes
2. Revised Draft Work Plan Summary
3. Revised Draft Work Plan Schedule and Public Participation Summary

Please review these documents and forward any questions or comments to my attention. As we see it, the next steps in this process are as follows:

1. ST, MI, and KCM (meeting attendees) to review draft meeting minutes and revised attachments and either: a) approve documents or b) provide suggested edits by June 18, 2018.
2. ST and KCM to coordination provide all necessary data to consultant performing Transit Interchange Operational and Configuration Study by July 2, 2018.
3. ST, MI, and KCM to lay framework for Executive Steering Committee for interagency decisions on this project and further define public participation methodology by August 1, 2018.

Sincerely,
Charles

Charles H. Benson, III, AICP

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MEMO



TO: Project File

FROM: Charles H. Benson, III, AICP

SUBJECT: Meeting Minutes from Mercer Island Transit Interchange meeting at Mercer Island City Hall on June 12, 2018 at 9:00 am

MEETING ATTENDEES:

Sound Transit (ST): Eric Beckman; Charles Benson; Jemae Hoffman; Luke Lamon
City of Mercer Island (MI): Kirsten Taylor; Julie Underwood
King County Metro (KCM): Bill Bryant; Stephen Crosley

INTRODUCTIONS/AGENDA:

Eric Beckman (EB) provided introductions and a brief background on the **ST/MI** relationship that serves as the basis for this meeting.

Jemae Hoffman (JH) outlined the agenda for today's meeting, which would include review of a draft work plan proposal created by **ST** detailing steps necessary to construct the transit interchange facility on Mercer Island. JH emphasized the importance of three-party coordination in the draft work plan.

DRAFT WORK PLAN DISCUSSION: GOALS AND OBJECTIVES

JH started this discussion with a review of proposed goals and objectives.

There was a general consensus on the goals and objectives in the draft work plan, with the following items warranting more attention:

- Bill Bryant (BB) added that the transfer experience should be short, barrier-free, and weather-protected.
- Kirsten Taylor (KT) believed that the community would value great design—specifically noted as an area of attention—over cost efficiencies.
- BB stressed the importance of **KCM/ST** systems integration and requested a more detailed definition of **KCM** concurrence and what that would look like.
- KT stated that community impacts are likely to be viewed as a greater importance than private property impacts.
- KT also noted that it was important to the community that 80th Avenue SE remain open to vehicular through-traffic, noting that some earlier design options proposed changes to traffic patterns on the bridge.

The modified goals and objectives that the parties concurred upon are included in track changes format as Attachment A.

DRAFT WORK PLAN DISCUSSION: STUDY OF DESIGN OPTIONS

JH continued the draft work plan discussion, focusing on the design options warranting study.

Julie Underwood (JU) stated that should a different design option be selected as the preferred option—must focus on benefits to the community as opposed to the regional context. JU added that it is important to stress the long-term implications of this project and the importance of building for the future. EB responded that this process will be transparent and will identify benefits and trade-offs.

Stephen Crosley (SC) asked for clarity regarding the second design option, which identifies operational and physical modifications to be proposed by **KCM**, and how this differs from the first design option (from the Settlement Agreement), noting that the latter would prevent **KCM** from providing any service to the island. JH noted the second design option would largely look like the previous 77th Avenue SE configuration with changes to bus fleet operations per **KCM**.

JH confirmed that what the transit facility will look like when it's in operation, specifically bus operations, is of utmost importance to the community and that the team needs to provide visualization of the interchange at different times of day. SC noted that it was noted that the community was opposed to an increase in the number of buses serving the island, and in the future the types and number of buses may be reduced per changes in ridership preferences and patterns (mini-transit potential). BB added that **KCM** has recently switched to an electric bus fleet.

Luke Lamon (LL) gave a brief statement on the public perception of the transit facility—including misinformation that cast the facility in a negative light—but noted that the landscape has changed and noted the importance of early engagement with a discussion of facts and trade-offs.

In terms of design options, KT stated that the Council may not want to look at the 80th Avenue configuration again, but not opposed to adding it as a third option. JU stated that should the 80th Avenue configuration become an option it should do so organically.

EB discussed the **ST** property acquisition process, which typically takes about 2 years including a standardized 4-month negotiation period. BB stated the importance of design development and that the proposed configurations may need to be advanced beyond the conceptual design phase to know full extent of property acquisition.

The parties concurred that the operational and configuration study will provide objective criteria for the second design option and carry a third design option forward.

DISCUSSION OF DRAFT SCHEDULE AND PUBLIC PARTICIPATION RECOMMENDATION

JH continued the discussion of the anticipated schedule and the steps necessary to construct the transit interchange facility in time for East Link service in 2023.

Noting that head houses at the Mercer Island light rail station are currently under construction and therefore result in an increased visibility of the overall East Link project, Charles Benson (CB) revealed that construction of the head houses began in April 2018 and are expected to be complete in July 2019, and estimated that these structures would become visible at bridge level by the end of 2018. KT expects public interest in the project will increase once the head houses become visible.

BB stated that **KCM** and **ST** needed to coordinate further on the study scope of work that lays the groundwork for Step B. When noting WSDOT review was added to Step B of the draft schedule, JU stated the potential for signalization coordination issues with a roundabout at that location, noting current delays at the I-90 access ramps to 80th Avenue SE.

KT noted that the MI City Council has a number of new members and it is important to get them up to speed as soon as possible. KT added that there is positive momentum that signals progressive thinking trends on the island and thus opportunities to engage new constituents that were not involved in earlier decisions.

The group agreed in principle to forming an Executive Steering Committee comprised of select members from **ST**, **MI**, and **KCM** for interagency decisions on this project. The group also briefly discussed the possible creation of a stakeholder advisory group but did not determine who would comprise this group or define its role in this process.

The parties agreed to engage the general public at two points: 1) at an open house/study session hosted by the MI City Council, and 2) at a design charrette incorporating connections between the transit facility and Aubrey Davis Park, both discussed below.

JU suggested holding an open house in January 2019 when the footprints of all options are known as a means for the Council to gather community input and then hold a Council study session afterward, a temporal reversal of what was typically done in the past. LL noted that earlier public open houses have not yielded good results. The group discussed the possibility of holding the open house/study session earlier in Q4 2018.

JH asked if a final Council decision on the preferred option be made by Q2 2019, JU answered yes but we should assume the 77th Avenue option is going forward.

KT stated she would like to hold a design charrette no later than Q3 2019 to get community input on the 80th Avenue design and pedestrian/bicycle access/connections with Aubrey Davis Park as identified in Step E of the proposed schedule.

Agreed-upon revisions to specific work plan steps table are included as track changes in Attachment B.

NEXT STEPS

1. **ST**, **MI**, and **KCM** (meeting attendees) to review draft meeting minutes and revised attachments and either: a) approve documents or b) provide suggested edits by June 18, 2018.
2. **ST** and **KCM** to coordination provide all necessary data to consultant performing Transit Interchange Operational and Configuration Study by July 2, 2018.
3. **ST**, **MI**, and **KCM** to lay framework for Executive Steering Committee for interagency decisions on this project and further define public participation methodology by August 1, 2018.

Mercer Island Transit Interchange Work Plan Summary

1.1 Introduction

As part of the Settlement Agreement between the City of Mercer Island (MI) and Sound Transit (ST) for the East Link Project (Section 4), both parties agreed to work jointly in implementing the 77th Avenue SE Configuration of the proposed bus/rail transit integration facility identified in the 2017 SEPA Addendum (to the East Link Extension FEIS) pursuant to modifications included in Sections 4.2 and 4.3 of the Settlement Agreement. While the City of Mercer Island and Sound Transit are the sole signatories to this Settlement Agreement, the agreement states that the 77th Avenue SE Configuration cannot be implemented without King County Metro's (KCM) concurrence. As the proposed modifications in this agreement would affect King County Metro operations—Metro provides both local and regional bus service on/to Mercer Island, an operational and configuration study is warranted to define potential impacts for bus/rail integration configuration/design options.

1.2 General Work Plan

A summary of the steps comprising the general work plan include the following:

<u>Step</u>	<u>Step Details</u>	<u>Schedule</u>
A	Confirm Work Plan with MI and KCM	Q2 2018
B	Transit Interchange Operational and Configuration Study; Conceptual Design of 3 Options including Property Impacts and Environmental Verification	Q3 2018 – Q2 2019
C	Determination of Preferred Option	Q2 2019
D	Property Acquisition	Q4 2018 – Q4 2020
E	30% Design of Preferred Option including 80 th Street Design and Pedestrian/Bicycle Access	Q2 – Q3 2019
F	Contract for Final Design to Construction	Q2 2020 – Q3 2022

1.3 Design Options: Sound Transit intends to evaluate up to three (3) design options:

1. 77th Avenue SE Configuration as modified in the Settlement Agreement;
2. 77th Avenue SE Configuration including changes proposed by King County Metro to optimize transit access, including layover location and time of day, as well as curb space allocation for transit and TNC (transportation network company) pick up and drop off; and
3. A potential third configuration that is determined by the study to better meet the finalized goals and objectives.

The proposed configurations are to be evaluated based on how each satisfies a set of goals and objectives agreed upon by Sound Transit, the City of Mercer Island, and King County Metro, with the purpose of creating a multi-modal transit interchange that:

- creates a seamless transfer experience for the customer that is intuitive, safe, barrier-free, weather-protected, and efficient;
- minimizes transfer walk distance and number of street crossings for bus/rail transfers;
- is ready for operation when the East Link light rail service begins in 2023;
- is cost-effective and represents a transparent and appropriate use of public funds;
- maximizes benefits to Mercer Island residents and local employers;
- minimizes potential overall property impacts and local community impacts access impacts and maintains through-vehicular traffic on the 80th Avenue SE bridge crossing;
- provides excellent multi-modal access for customers while minimizing general pedestrian, bicycle, and vehicle mobility impacts near bus drop-off locations; and

Mercer Island Transit Interchange Work Plan
Schedule and Public Participation Summary

<u>Step</u>	<u>Step Details</u>	<u>Schedule</u>	<u>Decision-Maker(s)/ Mechanism</u>	<u>Additional Stakeholders</u>	<u>Public Participation</u>
A	Confirm Work Plan with MI and KCM	Q2 2018	ST/MI/KCM; documented and approval meeting minutes between ST and MI, email concurrence from KCM	N/A	N/A
B	Transit Interchange Operational and Configuration Study; Conceptual Design of up to 3 Options including Property Impacts and Environmental Verification	Q3 2018 – Q2 2019	ST/MI/KCM; executive steering committee; WSDOT review <u>framework and participants of executive steering committee to be determined by August 2018</u>	Stakeholder group focused on representative community groups (to be) <u>framework and participants of stakeholder group to be determined by August 2018</u>	Inform public on design options under consideration; MI to determine format with ST consultation <u>Open house/study session hosted by MI City Council in Q4 2018 or January 2019</u>
C	Determination of Preferred Option	Q2 2019	ST/MI; signed agreement at executive steering committee level <u>per MI City Council</u>	Representative stakeholder group	MI to determine how to inform public <u>N/A</u>
D	Property Acquisition	Q4 2018 – Q4 2020	ST; condemnation	Affected property owners, ST Real Estate	N/A
E	30% Design of Preferred Option including 80 th <u>Avenue SE</u> Street Design and <u>Pedestrian/Bike</u> Access	Q2 – Q3 2019	ST/MI; executive steering committee	Representative stakeholder group	Public open house <u>Design charrette</u> conducted by MI focused on pedestrian and bicycle access <u>and connections with Aubrey Davis Park</u>
F	Contract for Final Design to Construction; ROW property conveyance to MI (remaining property to remain under ST control)	Q2 2020 – Q3 2022	ST/MI on ROW property conveyance process	N/A	N/A

PRELIMINARY DRAFT FOR DISCUSSION – JUNE 14, 2018

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- limits diesel idling and limits regional bus circulation through the town center.