

Burke Gilman Trail Missing Link Design Advisory Committee

Meeting #1 Summary -- FINAL

Thursday, May 4, 2017 | 2:00—3:30 p.m.

Brown Bear Corporate – Conference Room

Design Advisory Committee Member Attendees

Member Name	Interest Represented
Warren Aakervik	Freight Interests
Sue Dills	Water-dependent/Maritime Interests
Eric Nelson	Cultural and Historic Interests
Mike Stewart	Ballard Businesses
Blake Trask	Bicycle Riders
Eugene Wasserman	Industrial Interests

Observers

- Kelsey Mesher, Cascade Bicycle Club
- Sandra Nestorovic, Nordic Heritage Museum

Staff attendees

Seattle Department of Transportation

- Maribel Cruz, Outreach/ Communications Lead
- Louisa Galassini, Project Manager
- Mark Mazzola, Environmental Manager
- Lorelei Williams, Capital Projects and Roadway Structures Division Manager

Office of the Mayor

- Kierstan Grove, Built Environment Operations Manager

Office of Economic Development

- Roque Deherrera, Business Advocate

Seattle Public Utilities

- Joelle Torre, Water Quality Project Manager

EnviroIssues

- Kristine Edens
- Penny Mabie
- Chris Themelis

Note: This document is only a summary of issues and actions in this meeting. It is not intended to be a transcription of the meeting, but an overview of points raised and responses from SDOT and DAC members.

Welcome and Introduction

Penny Mabie, facilitator for the Burke Gilman Trail Missing Link Project Design Advisory Committee (DAC), welcomed meeting attendees and observers. Penny noted that this meeting would serve as a preliminary kick-off for the group as the Missing Link Project moves into the design phase of the process. Penny said that the DAC would work with the project team to ensure that the final design for the Missing Link was safe for all users and that diverse stakeholders are heard throughout the process.

Penny provided DAC members with an overview of the day's meeting agenda. She highlighted that the purpose of the meeting was to provide group members with the opportunity to review a draft DAC charter and work plan, as well as to consider potential additions to the DAC membership.

DAC members provided brief introductions of themselves and the interests that they represent, and they shared their reasons for participating in the process. Members of the project team and meeting observers also introduced themselves.

Penny closed the introduction by reviewing the draft ground rules for the advisory committee process:

- Meetings start and end on time.
- Silence electronics.
- Ask questions of each other to gain clarity and understanding.
- Express yourself in terms of your personal preferences, interests, and outcomes you wish to achieve.
- Listen respectfully, and try sincerely to understand the needs and interests of others.
- Come with curiosity and willingness to listen, learn and contribute.

Review of draft charter

Roque Deherrera, Office of Economic Development Business Advocate, reported that the Mayor wanted to ensure that the project worked for diverse corridor users, including families, differently-abled individuals, maritime and industry workers, cyclists and pedestrians, and that he placed a high level of focus on safety for all.

Louisa discussed the roles and expectations of the SDOT staff. She specifically called out the purpose of the DAC meetings, noting that they are intended to bring together a wide variety of stakeholders who accurately represent the various interests of trail users, industry, and businesses along the corridor. She noted that DAC members would work throughout the 2017 calendar year to provide SDOT and the project team with feedback on design of the Burke Gilman Trail to ensure delivery of the best final product and prepare for construction.

Lorelei noted that the DAC would need to conduct their work transparently. She reminded members that the primary purpose of the DAC was to discuss and problem-solve with SDOT throughout the design-phase of the Missing Link Project.

Penny led a review of the draft DAC Charter. DAC member comments and questions related to the group Charter included:

- Sue Dills, Commercial Marine Construction Co., said that past SDOT bike infrastructure projects had provided project Design Advisory Committees with ample time to consider information and provide project feedback, but that stakeholders/meeting observers did not have the same opportunity. Sue noted there is a good deal of knowledge about the project and local conditions along the corridor, and she encouraged the DAC to set up a system to capture and incorporate this local knowledge.
 - Louisa Galassini, Seattle Department of Transportation (SDOT) project manager reported the project and the DAC is modeled very similarly to the Westlake Cycle Track Project. She agreed that project construction and delivery would be most successful if local stakeholders help to identify challenges and provide feedback during the Missing Link's design phase.
 - Penny noted that three segment workshops were proposed along the preferred alignment that would be inclusive of all stakeholders along the corridor. Penny noted that these workshops would be open to DAC members as well as local stakeholders and that they would provide the DAC and the community with the opportunity to discuss early design of the Missing Link.
- Sue raised concerns about how the Missing Link could affect access to NW 45th Street. She underscored the importance of retaining this access, since many maritime buildings are on the water and have a limited number of access points.
- Warren Aakervik, Ballard Oil, underscored the importance of freight mobility along the project's preferred alignment. He highlighted the importance of access for adjacent retail and business operations that depend on this freight.
- Eugene Wasserman, North Seattle Industrial Association, requested that the DAC Charter's Problem Statement incorporate additional language noting the unique challenges associated with aligning a trail through a heavily industrial, maritime district. He proposed new language for the Problem Statement that included reference to completing the Missing Link in a safe manner that improved freight mobility and access.
 - Other DAC members concurred that safety was the primary desired outcome for Missing Link design.

- Eugene also requested that the Charter incorporate language that draws a clearer distinction between “alignment” and “design.”
- Blake Trask, Cascade Bicycle Club, stated concern about discussing DAC Charter revisions without having all DAC members present. He requested clarity on meeting discussions for the Charter, wondering if any changes should be held until additional members were in attendance.
 - Penny noted that the current DAC Charter was intended as a draft only and that any changes would be implemented following additional consultation with potential new DAC members.
- Mike Stewart, Executive Director of Ballard Alliance, suggested adding the issue of parking loss and mitigation to the project framework portion of the DAC Charter.
 - Blake identified that the current street framework could be optimized to more efficiently manage available parking spaces.
- Eugene noted that some parts of the already constructed Burke Gilman Trail lacks maintenance and drainage infrastructure. He was hopeful that the project’s framework could incorporate the idea that the trail should be low maintenance and well-drained.
 - Blake recalled that the Westlake Cycle Track had a large low spot that caused puddling during wet weather that had to be fixed.
- Eugene requested clarity as to which design milestone addressed safety.
 - Lorelei Williams, Director of SDOT’s Capital Projects and Roadway Structures Division, anticipated that most safety issues would be identified and addressed at the 30% design milestone; however, she also recognized that safety was vital and would be considered through the entirety of the design process.
- Eugene noted that the noted design milestones (30%, 60%, and 90%, as called out in the DAC Charter) may be confusing to stakeholders and the public, and that they may not be the best way to structure DAC work.
 - Maribel Cruz, SDOT, agreed that design milestones are most helpful to the project team as planning milestones. She noted that the public is, in general, most interested in knowing when they can provide meaningful input into the design process.
 - Lorelei stated the DAC could receive milestone updates as needed throughout the design process.
- Sue wanted to ensure that DAC members receive fair and informed views from stakeholders. She was interested in exploring strategies that could allow stakeholders to provide input to DAC members throughout the process.

- Penny noted that the facilitation team would consider strategies that would allow stakeholders to access SDOT and DAC members. She noted that she wanted to consider and ensure DAC member privacy through whatever strategy was explored, and she recognized that finalizing strategies would be dependent upon filling out DAC membership.

Louisa said that SDOT was interested in including Expert Design Advisor on the DAC who could provide advice specifically related to the freight corridor. She mentioned that SDOT is still searching for a person who could serve in this role. Lorelei offered members the opportunity to be consulted in the review of this individual, recognizing that SDOT would take their feedback into consideration during the selection process.

Several DAC members noted that they were interested in being consulted in this process.

Review of Membership

Penny opened discussion on the DAC membership. She highlighted potential interests that the group may need to incorporate and requested that DAC members review this preliminary assessment of need and provide thoughts on additional needs or potential changes.

DAC and project team members provided comments and questions related to the proposed membership, including:

- Roque noted that a retail business representative could be added to the stakeholder group. He also encouraged enhanced participation within the DAC for large businesses along the preferred alignment. Roque also identified that he would plan to reach out to the Ballard Terminal Railroad and encourage their participation on the DAC.
 - Warren noted that Stimson Marina is a large presence, and a representative from the organization may help to incorporate additional commercial/retail interests.
- Eugene asked the project team who would be held responsible for contacting all businesses as part of the broader outreach associated with the trail.
 - Maribel responded SDOT and EnviroIssues would work together to conduct outreach with the larger community (both adjacent to and outside of the project area). She noted that Seattle Public Utilities is working within the same area as the preferred alignment of the Missing Link to construct part of the Ship Canal Water Quality Project, and that some outreach associated with that project has already begun. Maribel also identified that Roque would assist with outreach to the business community along Shilshole Ave. NW.
- Penny requested that DAC members provide feedback on the idea of including a member that specifically helped to represent diversity

- Blake stated that the Burke Gilman Trail is important because it connects many neighborhoods to Ballard and facilitates improved transportation for people who do not drive or bus. He underscored the importance of adding a racial and equity dimension to the project design and encouraged diversity on the DAC.
- Eugene commented that Feet First was not the right organization to identify a pedestrian representative on the DAC, and he encouraged that another pedestrian group fill this space.
 - Blake suggested that a member of a local running group, a local member of the Pedestrian Advisory Group, or member of Sustainable Ballard may be able to provide similar perspectives.
 - Kierstan Grove also noted that there may be local Ballard running groups or Ballard Mom representatives who could fill this seat.
- Roque asked DAC members if someone from the Central Ballard Residents Association should attend DAC meetings as an audience member or as a DAC member.
- Mike raised concern that the area between 24TH Ave. NW and 28th Ave. NW was missing coverage on the DAC.
 - Warren reiterated this point and recognized that the reduction of lanes on NW Market Street would likely be an issue of concern for nearby businesses and stakeholders. He noted that Limback Lumber Co. is a large presence in this part of Ballard.

Penny thanked members for their comments, and she noted that the project team would follow-up with potential groups in advance of the next DAC meeting to identify DAC members.

Discussion of Draft DAC Work Plan

Penny requested that DAC members review the draft DAC Work Plan and provide thoughts and comments associated with the proposed meeting schedule for the DAC and members of the public. She noted that the Work Plan incorporated anticipated DAC meetings, DAC workshops, and public events.

DAC members provided the following comments and questions related to the DAC Work Plan:

- Eugene recommended holding the second workshop closer to the walking tour. He said that this could potentially work to reinforce ideas presented during the workshop.
 - Penny noted this could be challenging to pull off within the project's timeline, noting that the design would likely not be ready until June 2017.
- Eugene wanted to ensure that businesses along the preferred alignment have the opportunity to provide feedback as well as see how their feedback was incorporated into the design. He noted that there could potentially be an additional round of segment workshops added to the DAC Work Plan that could serve as an opportunity for SDOT to provide this report-back. Eugene

highlighted the importance of not presenting a complete design to businesses, then holding workshops and finalizing the construction timeline. He strongly recommended having the first round of segment workshops before any design milestones, so stakeholders could have confidence their input would be authentically considered.

- Penny asked if it would be smart to combine a walking tour with a DAC meeting, or if it would make more sense to conduct the tour on a separate day.
 - Blake noted that it could take approximately three hours to travel one way along the preferred alignment. He recommended that the walking tour and the meeting be held on two separate days.

In general, members recommended extending the anticipated schedule for the 30% and 60% design milestones.

Penny thanked members for their perspectives. She noted that the project team would update the DAC Work Plan to incorporate the provided feedback. She also noted that EnviroIssues would work to establish a consistent meeting space and placeholder time.

Conclusion and Next Steps

Penny thanked members for their attendance and participation. She noted that the next DAC meeting was scheduled for **Thursday, May 25th**. She noted that she would send DAC members materials and additional details in advance.

Penny encouraged DAC members to send any additional thoughts, comments, or meeting venue ideas to her in advance of the next DAC meeting.

Action items

- SDOT will review proposals to secure an Expert Design Advisor and will share candidate information with DAC members
- SDOT and the facilitation team will revise materials based on DAC feedback during the meeting.
- Members of the project team will brief DAC members on upcoming outreach activities, as needed