



CITY OF KIRKLAND
Department of Public Works
123 Fifth Avenue, Kirkland, WA 98033
425-587-3000

MEMORANDUM

To: Transportation Commission

From: Rod Steitzer, P.E., Capital Projects Manager

Date: June 26, 2024

Subject: **CIP Overview and Outreach Process**

RECOMMENDATION:

It is recommended that the Transportation Commission:

- Receive a presentation on the City of Kirkland's Capital Improvement Program (CIP) process; and,
- Receive an update on active high profile transportation CIP projects; and,
- Receive an update on operational enhancements for community engagement for CIP projects.

BACKGROUND:

The Transportation Strategic Plan (TSP) is part of the City's Comprehensive Plan and sets policy to help prioritize future transportation projects needed in Kirkland through the year 2044. The TSP will help create a balanced transportation system that will support safety, mobility, commerce, quality of life, and connectivity for all modes of transportation.

The Capital Improvement Program is a State-mandated planning document, updated annually, listing all planned major transportation projects anticipated to be built or to compete for grant funding within the next six (6) years. The transportation CIP is a funding plan for building, maintaining, and improving the roads, sidewalks, transit improvements, and other fixed assets. In December of each year, the City Council adopts funding allocations for the first two years of the CIP; this allocation aligns with the City's overall operating budget.

There are 44 active transportation CIP projects representing a total investment of \$125m. Highlights of these projects, as well as an overview of the CIP process, will be included in the accompanying presentation.

Additionally, in 2021, the CIP group completed an assessment to enhance the operations of the CIP Division to better align service delivery with long-range plans. 22 of the 24 enhancements are complete with the remaining two (2), the assignment of a Project Manager to setup projects, and the implementation of a CIP development and project management software, expected to be complete by year end 2024. One of the Project Manager's primary functions is to work with internal and external stakeholders, as well as public outreach team, to enhance the community engagement process and help make sure community needs and goals are met.