

**SR 169 Route Development Plan
Corridor Study**

Corridor Working Group Charter

Signed by Partners:
November 16, 2004

Project Vision

A set of consensus-based recommendations for SR 169 that will increase safety and reliability, reduce person and vehicle delay, manage access, and respond to growth in the years to come.

Project Goals

Develop context-sensitive recommendations that can be implemented and agreed to by study Corridor Working Group (CWG) partners. These projects will be politically acceptable, suitable for funding, environmentally sound, and responsive to the vision above. The recommendations will include:

- Immediate-term project opportunities that can be funded and/or implemented in the next 6-18 months.
- Short-term recommendations on an action strategy to construct and operate mobility and safety improvements in the next 6 years.
- Long-term recommendations for mobility and safety for the next 20-25 years.

Project Outcomes

This corridor study will be considered a success if the CWG partners agree to a Route Development Plan in which:

- Projects are clearly prioritized.
- The public is meaningfully involved in development of recommendations.
- There is a clear phasing plan for implementation.
- Plans fit into the context of the communities involved and recognize and respect the rural and urban character, as well as comprehensive plans, along the corridor.
- Opportunities are pursued to lessen the corridor's impact of dividing communities.

Corridor Working Group Operating Guidelines

A Corridor Working Group (CWG) has been formed to help guide the corridor study effort.

Ground Rules

CWG Partners agree to:

- Maintain a focus on projects that benefit the entire corridor.
- Share information openly and promptly.
- Be patient when information may not be readily available.
- Articulate concerns as early as possible.
- Remain flexible, open-minded and actively participate in meetings.
- Respect each other's time and commitment.
- Meet in locations along the corridor.

Roles and Responsibilities

WSDOT and the consultant team agree to:

- Effectively manage the scope, schedule and budget.
- Keep partners informed of study progress.
- Complete all necessary documentation to support recommendations.
- Provide technical expertise when requested.
- Manage logistics for meetings.
- Brief local decision-makers and produce briefing materials and reports when requested by partners.

CWG Partners agree to:

- Comment on materials promptly when requested.
- Identify the appropriate channels for communication within their organizations.
- Provide specific local expertise when requested, including identifying emerging local issues.
- Brief local decision-makers.

Communication

Between meetings:

- E-mail: WSDOT copied on all correspondence; full team copied when appropriate.
- Use phone log to track issues as they arise.
- WSDOT will maintain and update a project website.
- Meetings are only called when necessary and are driven by project need.

At meetings:

- At least one representative from each of the CWG partners should be present.
- Informed alternates are acceptable and encouraged if the partner cannot attend.
- Decisions are documented at the close of every meeting.
- Meetings end with clear understanding of expectations and assignments for next steps.

Decision Making

CWG Partners will strive to reach agreement by consensus at a level that can be characterized as partners being willing to "live with" the proposed action. Equal participation will be a goal of the team decision process, but only those partners with a direct stake in the outcome of a proposed action will be responsible for developing specific recommendations. Minority opinions will be reflected in the final report on recommendations.

In addition, partners will try to avoid spending an inordinate amount of time working toward consensus on any issue at the expense of reaching consensus on other issues. Partners will also try to avoid revisiting decisions once they have been made.

Conflict Resolution

When an issue arises that cannot be easily resolved, the partners agree to:

- Determine if the issue should be resolved within the group or outside and participate however is appropriate.
- Ensure the appropriate decision makers are at the table to resolve the issue.
- Remember that controversial projects are unlikely to receive funding; the intent of all parties is to resolve issues so projects can be funded.

Partners and Contacts

Points of contact are:

- Chris Searcy, City of Enumclaw
- Jason Paulsen, City of Black Diamond
- Dave Zielinski, City of Maple Valley
- Nick Afzali, City of Renton
- Ann Martin, King County
- Allison Dobbins, Puget Sound Regional Council
- Seth Stark, WSDOT

Partner Signatures

By signing below, I am committing to participate in the study process on behalf of my organization and agree with the outcomes and guidelines as discussed in this charter. Signing this charter does not commit my agency to a particular course of action or decision.

City of Black Diamond

City of Enumclaw

City of Maple Valley

City of Renton

Puget Sound Regional Council

King County

WSDOT
Katherine ...
WSDOT / UPO