

**JEFFERSON COUNTY
BOARD OF COUNTY COMMISSIONERS**

CONSENT AGENDA REQUEST

TO: Board of County Commissioners

FROM: Mark McCauley, County Administrator

DATE: November 12, 2024

RE: GRANT AGREEMENT re: Lawrence Street Complete Streets; City of Port Townsend; \$160,592

STATEMENT OF ISSUE:

On November 11, 2024, the Board of County Commissioners approved the Public Infrastructure Fund Board's recommendation to fund three projects submitted for 2025 Public Infrastructure grant funding and directed staff to draft grant agreements with the submitting public agencies. This request is for BOCC approval of one of those grant agreements.

ANALYSIS:

The City of Port Townsend submitted a proposal which will fund pedestrian and ADA improvements along both sides of Lawrence Street between Harrison and Tyler Streets. The project involves constructing ADA compliant bulbouts (sidewalk extensions) at 11 street corners. The bulbouts calm traffic and make crossing the street safer.

This project is important to the economic development of Jefferson County.

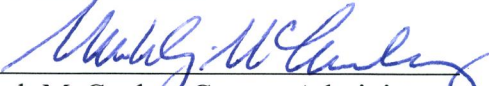
The attached grant agreement will enable this project to proceed.

FISCAL IMPACT:

Adequate funds are available in fund balance in the Public Infrastructure Fund - Fund 306 to pay for the entire grant amount of \$160,592. Budget for this grant award will be included in the 2025 budget.

RECOMMENDATION: Approve the proposed attached Grant Agreement.

REVIEWED BY:


Mark McCauley, County Administrator


Date

CONTRACT REVIEW FORM
(INSTRUCTIONS ARE ON THE NEXT PAGE)

Clear Form

CONTRACT WITH: City of Port Townsend

Contract No: CoPT Lawrence

Contract For: PIF Grant - Lawrence Street Complete Streets Term: Through 2024

COUNTY DEPARTMENT: County Administrator

Contact Person: Mark McCauley

Contact Phone: 360-385-9130

Contact email: mmccauley@co.jefferson.wa.us

AMOUNT: \$160,592

Revenue: N/A

Expenditure: \$160,592

Matching Funds Required: N/A

Sources(s) of Matching Funds N/A

Fund # 306

Munis Org/Obj 306

PROCESS:

- ☐ Exempt from Bid Process
☐ Cooperative Purchase
☐ Competitive Sealed Bid
☐ Small Works Roster
☐ Vendor List Bid
☒ RFP or RFQ
☐ Other: _____

APPROVAL STEPS:

STEP 1: DEPARTMENT CERTIFIES COMPLIANCE WITH JCC 3.55.080 AND CHAPTER 42.23 RCW.

CERTIFIED: ☐ N/A: ☒

Signature

Date

STEP 2: DEPARTMENT CERTIFIES THE PERSON PROPOSED FOR CONTRACTING WITH THE COUNTY (CONTRACTOR) HAS NOT BEEN DEBARRED BY ANY FEDERAL, STATE, OR LOCAL AGENCY.

CERTIFIED: ☐ N/A: ☒

Signature

Date

STEP 3: RISK MANAGEMENT REVIEW (will be added electronically through Laserfiche):

STEP 4: PROSECUTING ATTORNEY REVIEW (will be added electronically through Laserfiche):

Electronically approved by Risk Management on 10/31/2024.

STEP 5: DEPARTMENT MAKES REVISIONS & RESUBMITS TO RISK MANAGEMENT AND PROSECUTING ATTORNEY(IF REQUIRED).

STEP 6: CONTRACTOR SIGNS

STEP 7: SUBMIT TO BOCC FOR APPROVAL

Electronically approved as to form by PAO on 10/31/2024.
Standard language.

PIF Grant Agreement – City of Port Townsend – Lawrence Street Complete Streets

Grant Agreement by and Between

Jefferson County
and
City of Port Townsend (Grantee)

For Public Infrastructure Project Funding
Lawrence Street Complete Streets Complete Streets

WHEREAS, RCW 82.14.370 authorizes a sales and use tax to provide funding of public infrastructure projects; and

WHEREAS, pursuant to RCW 82.14.370, Jefferson County has established the Public Infrastructure Fund and a program for its administration as codified in Jefferson County Code Chapters 3.28 and 3.36; and

WHEREAS, in response to a 2024 Public Infrastructure Fund Request for Proposals the City of Port Townsend submitted a proposal for its Lawrence Street Complete Streets Project; and

WHEREAS, the Lawrence Street Complete Streets Project will fund pedestrian and ADA improvements along both sides of Lawrence Street between Harrison and Tyler Streets. The project involves constructing ADA compliant bulbouts (sidewalk extensions) at 11 street corners. The bulbouts calm traffic and make crossing the street safer.

This project is important to the economic development of Jefferson County; and

WHEREAS, on October 29, 2024, the Public Infrastructure Fund Board recommended that the County approve a 100% grant to the City of Port Townsend for the Lawrence Street Complete Streets Project in the amount of \$160,592; and

WHEREAS, on November 4, 2024 the Jefferson County Board of Commissioners approved the Public Infrastructure Board's recommendation:

NOW, THEREFORE, Jefferson County, a political subdivision of the State of Washington, (County), and the Grantee, in consideration of the mutual benefits, terms, and conditions hereinafter specified, do hereby agree as follows:

1. Grant Commitment. A 100% grant of Public Infrastructure Funds is hereby made to the Lawrence Street Complete Streets Project. The approved maximum amount of the grant shall be \$160,592. The grant (\$160,592) shall be available based on submission of appropriate invoices pursuant to Section 3.
2. Project Description and Schedule. The Lawrence Street Complete Streets Project will fund pedestrian and ADA improvements along both sides of Lawrence Street between Harrison and Tyler Streets. The project involves constructing ADA compliant bulbouts (sidewalk

PIF Grant Agreement – City of Port Townsend – Lawrence Street Complete Streets

extensions) at 11 street corners. The bulbouts calm traffic and make crossing the street safer. Project proposal is attached as Exhibit A.

The project shall be completed no later than March 31, 2025.

2. Grantee Payment. Expenses incurred by the project's consultants, contractors, suppliers, or Grantee's staff for work performed on the Lawrence Street Complete Streets Project, as described herein, shall be submitted to the PIF Administrator by the Grantee using a detailed invoice.

Each detailed invoice shall show individual items followed by the total amount incurred and the amount eligible for reimbursement under this grant for that particular reimbursement request. Grantee may submit such invoices to the County once per month during the course of the project for work completed. All invoices shall be submitted no later than 30 days after project completion.

The PIF Administrator shall review and approve payment invoices. Payments will be limited to the monies that are available under the grant as described in Section 1. Such invoices, once approved, will be paid using the County's normal bill paying process and cycle.

3. Compliance with Laws. Grantee shall, in completing its project under this Grant Agreement, faithfully observe and comply with all federal, state, and local laws, ordinances, and regulations, applicable to the work to be completed under this Grant Agreement.
4. Legal and Regulatory Compliance. While performing under this Agreement, Grantee, subcontractors, and their employees are required to comply with all applicable local, state and federal laws, codes, ordinances, and regulations, including but not limited to:
 - a. Applicable regulations of the Washington Department of Labor and Industries, including WA-DOSH Safety Regulations; and,
 - b. State and Federal Anti-Discrimination Laws.

5. Termination

- c. Termination by the County.
 - i. Should the Grantee default in providing services under this Agreement or materially breach any of its provisions, the County may terminate this Agreement upon ten (10) days written notice to Grantee.
 - ii. Grantee shall have the right and opportunity to cure any such material breach within the ten (10) day period.
 - iii. The County may terminate this Agreement upon immediate notice to the Grantee in the event that the funding for the project ceases or is reduced in amount. Grantee will be reimbursed for services expended up to the date of termination.

- d. Termination by Grantee.
 - i. Should the County, its staff, employees, agents and/or representatives default in the performance of this Agreement or materially breach any of its provisions, Grantee, at their option, may terminate this Agreement by giving ten (10) days written notice to the County representative.
 - ii. The County shall have the right and opportunity to cure any such material breach within the ten (10) day period.
 - e. Termination Without Cause. This Agreement may be terminated without cause at any time by either party subject to a sixty (60) day advance written notice of such termination to the other party.
- 6. No Harassment or Discrimination. Grantee and any contractors/subcontractors will not discriminate against any person in the performance of work under this agreement or in the selection and retention of employees or procurement of materials or supplies on the basis of age, sex, marital status, sexual orientation, religion, creed, color, national origin, honorably discharged veteran or military status, or the presence of any sensory, mental, or physical disability or the use of a trained guide dog or service animal by a person with a disability, unless based upon a bonafide occupational qualification.
 - 7. Contract Expiration. This contract shall run until the project is complete and until the County has made all payments required under this Grant Agreement, except that the project must be completed no later than March 31, 2025, unless extended by mutual agreement.
 - 8. Failure to Appropriate. Grantee acknowledge that the County may only appropriate monies for this grant in the current year and in a manner consistent with Paragraph 1 above. The County agrees to appropriate monies to fund this grant unless emergency circumstances prevent the County from doing so. Any monies to be paid by the County to the Grantee for this grant are subject to appropriation by the County Commission.
 - 9. Integrated Agreement. This Grant Agreement represents the entire and integrated agreement between the County and the Grantee and supersedes all prior negotiations, representations, or agreements written or oral.
 - 10. Modification of this Agreement. This Agreement may be amended or supplemented only by a writing that is signed by duly authorized representatives of all parties.
 - 11. No Assignment. Grantee shall not sell, assign, or transfer any of rights obtained by this Agreement without the express written consent of the County.
 - 12. Severability. Provided it does not result in a material change in the terms of this Agreement, if any provision of this Agreement or the application of this Agreement to any person or circumstance shall be invalid, illegal, or unenforceable to any extent, the

remainder of this Agreement and the application this Agreement shall not be affected and shall be enforceable to the fullest extent permitted by law.

13. No Third-party Beneficiaries; Relationship of the Parties. The parties do not intend, and nothing in this Agreement shall be construed to mean, that any provision in this Agreement is for the benefit of any person or entity who is not a party. No agent, employee or representative of any party shall be deemed to be an agent, employee or representative of any other party for any purpose, and the employees of one party are not entitled to any of the benefits any other party provides to its employees.
14. Controlling Law. It is understood and agreed that this Agreement is entered into in the State of Washington. This Agreement shall be governed by and construed in accordance with the laws of the United States, the State of Washington and the County of Jefferson, as if applied to transactions entered into and to be performed wholly within Jefferson County, Washington between Jefferson County residents. No party shall argue or assert that any state law other than Washington law applies to the governance or construction of this Agreement.
15. Hold Harmless and Indemnification: Each party (the “Indemnitor”) shall hold the other (the “Indemnitee”), harmless, indemnify and defend the other its board or commission members, officers, officials, employees, agents, and marital communities from and against any and all claims, actions, suits, liability, loss, expenses, damages, and judgments of any nature whatsoever, including, but not limited to, reasonable costs and attorneys’ fees in defense thereof, for injury, sickness, disability or death to persons or damage to property or business, caused by or arising out of the performance of this contract, its employees, agents, subcontractors, marital communities or anyone for whose acts any of them may be liable, except for injuries and damages caused by the sole negligence of the Indemnitee. If the claim, suit or action involves concurrent negligence of the Parties, the indemnity provisions provided herein shall be applicable only to the extent of the percentage of each party’s negligence. It is further specifically and expressly understood that the indemnification provided herein constitutes each party’s waiver of immunity under Industrial Insurance, Title 51 RCW, solely for the purposes of this indemnification. This waiver has been mutually negotiated by the parties. The provisions of this Section shall survive the expiration or termination of this Contract.

SIGNATURES APPEAR ON THE FOLLOWING PAGE

PIF Grant Agreement – City of Port Townsend – Lawrence Street Complete Streets

IN WITNESS WHEREOF, the parties have caused this Grant Agreement to be executed this _____ day of _____, 2024.

**Jefferson County
Board of Commissioners**

City of Port Townsend

Kate Dean, Chair

Date

John Mauro
City Manager

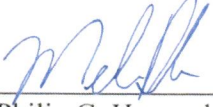
Date

ATTEST:

Carolyn Gallaway, CMC
Clerk of the Board

Date

APPROVED AS TO FORM:

 for _____
Philip C. Hunsucker
Chief Civil Deputy Prosecuting Attorney

10/31/2024
Date

EXHIBIT A



Jefferson County, Washington

Public Infrastructure Fund

Project Application

**Return all Application Materials
as One Document to:**

carolyn@co.jefferson.wa.us by 4:30 p.m. on September 13, 2024

Project Title:	Lawrence Complete Streets Project		
Grant Request Amount:	\$198,000	Loan Request Amount:	\$

Contact Information

Agency:	City of Port Townsend		
Contact:	John Mauro	Date:	9-12-24
Phone #:	360-379-5043	Email:	jmauro@cityofpt.us
Address:	250 Madison Street	City, State, Zip:	Port Townsend, WA 98368

By signing you confirm you have authority to submit this application for PIF funds on behalf of your organization. I affirm that the information is correct to my knowledge.

Signature:

Printed Name:

John Mauro

Title:

City Manager

YOUR PROJECT

What is your "Public Facilities" project?

Please provide a brief description of your project in the box below.

Description: This Project will make pedestrian and ADA improvements to Lawrence Street on both sides of the street between Harrison and Tyler Street with the primary focus of installing ADA compliant bulbouts (sidewalk extensions) at 11 street corners. The bulbouts are a proven way to make walking safer when crossing the street and help with traffic calming. The bulbouts will incorporate landscaping swales with trees and vegetation to aid in treating stormwater run-off. Lawrence Street sidewalks are also being brought up to specs for ADA compliance as a pre-requisite to future paving. A new bus stop to support those with disabilities as well as other transit riders attempting to reach the Farmers Market, Uptown Community Center, as well as the many other businesses in the Uptown Business District will also be installed in the Southwest Corner of Lawrence Street.

This project is supported by the Jefferson County Farmers Market and PT Main Street. See attached letters of support.

Where is your project located?

Description/Address:

The project is located on a portion of Lawrence Street in the core of the Uptown Business District of Port Townsend. The business district is similar to Downtown in that it supports a main street of businesses, and is within the Port Townsend's Historic District. The area is also home of the popular Farmer's Market and Uptown Street Fair.

Which type of Public Facility Is Your Project?

The public facility must be specifically listed under RCW 82.14.370. Please select the category(ies) which correspond to your project.

☐ Bridges	☐ Sanitary sewer facilities	☐ Electrical facilities	☐ Telecommunications infrastructure
	☐ Earth stabilization	☐ Natural gas facilities	☒ Transportation infrastructure
☐ Domestic water facilities	☐ Storm sewer facilities	☐ Buildings	☐ Commercial infrastructure
	☐ Railroads	☐ Structures	☐ Port facilities
☐ Research, testing, training, or incubation facilities in an innovation partnership zone designated under RCW 43.330.270			
☐ Other – describe:			

What will be the cost of this project?

The County Commissioners may disburse funds as both grants and loans. The County negotiates the terms of each award.

Total Project Cost:	\$1,030,525	Total PIF Request:	\$198,000
		☐ Loan Request:	\$
		☒ Grant Request:	\$198,000

What other funding will you use for this project: What source, how much, & what status?

Funding Source	Amount	Status (spent, secured, applied for, or future request)
TIB Transportation Improvement Board	\$567,525	secured
City's Stormwater and Banked Capacity fund	\$45,000	secured
Jefferson Transit	\$40,000	secured
City's Transportation Benefit District fund	\$180,000	secured

Is the project ready to proceed? If not ready, what work on this project has already been completed, such as planning, engineering reports, feasibility studies, permitting, etc., have been prepared, and when? Describe what must be completed before the project is ready to proceed.

Description:

The project is ready to proceed. In fact the project has gone to bid, contractor has been selected, contract has been signed, and the preconstruction meeting was held on 9/12/2024 with the notice to proceed being prepared and will be sent on September 23, 2024. The project is expected to be completed by the end of November, 2024.

How does the project satisfy, in whole or in part, the jurisdiction's economic development strategy?

Description:

The Uptown business core is an important business district of the City and is home to approximately 30 businesses as well as the JC Farmer's Market. Uptown not only provides an attraction to visitors, but also is a favorite among locals. The City has invested considerably in Downtown for the same economic development reasons. Basic infrastructure is critical to the success of these businesses as well as improving the aesthetics to create a welcoming environment. Goal 5 of the City's Comprehensive Plan under the Economic Development Element is "Enhance and attract small and medium sized retail businesses that serve the community's need for goods and services." This project is squarely in line with this goal. The City's Comprehensive Plan also has the goal of promoting mixed use districts of which Uptown is a successful model. Accessibility for all users including those experience disabilities is a fundamental requirement for successful mixed-use districts.

Is this project a documented county-wide priority? If so, where does it rank?

Description:

Policy #7 of the County-Wide Planning Policy specifies Local government role is to provide capital facilities and associated land use to support the private sector. The Jefferson County Comprehensive Plan includes goals around place making, sustainable agriculture, and supporting food-related businesses. Uptown supports these important goals for the region, especially with the Jefferson County Farmers Market.

What are the anticipated outcomes of this project in terms of the criteria identified below? Quantify information where possible.

- **How many businesses do you plan on serving with this project?** Approximately 30
- **How many full-time, permanent jobs will this project create or retain?**
 - Retain: Approximately 100 jobs
 - Create in 1-3 years: 5-10
 - Create in 3-5 years: 10-20
- **What is the size of the population that will benefit by these infrastructure improvements?** 35,000 – Includes East Jefferson County and visitors
- **How many jobs during construction?** Approximately 65 jobs are supported per \$1 million of investment. These jobs include engineers, contractors, suppliers, and maintenance staff.
- **How will this project improve local infrastructure capacity?** See below.

Description:

Presently, the Uptown sidewalks are in disrepair. Additionally, pedestrian safety can be improved, especially related to street crossings and the addition of ADA facilities. This project is a precursor to installation of a stormwater system to remove stormwater from the sanitary sewer system as well as repaving of Lawrence Street. This project enables cost effective improvements providing environmental, economic, and social benefits. The next phase of storm sewer separation will add capacity to the City's sewer system to support infill residential and commercial development in Uptown and Downtown approximately equivalent to 1,000 units or more.

How many months will the work on this project take to complete?

Description:

The Project has a 55 working day limit in the contract, therefore we estimate 2 ½ months.

Are there other factors significant to this project that we should be aware of, such as health and safety, emergency declaration, "bird in hand" efforts, volunteer efforts, etc.?

Description:

This project is widely supported. Given this support, the City Council voted to move forward with the project despite very high bids. The City's original match for this project was \$90,000. With the high bids, the City's match elevated to \$378,000 excluding contingency. This additional match takes away from other street infrastructure work badly needed throughout the City. Given the economic development benefit of this project, this application proposes doubling the City's match from \$90,000 to \$180,000 with the requested \$198,000 PIF funding support.

What Is The Project Phasing?

Articulate the major phases of this project, including the start and completion date, PIF Funds requested for each phase, the eligible PIF expenditure category(ies) for that phase, and if asking for PIF funds for more than one phase, whether PIF funds could be awarded for each phase, separate from PIF funding for the other phases.

Eligible PIF Expenditure Categories: The Washington State Attorney General 2001 No.5 opinion states that these funds may only be used for the following 6 eligible cost categories:

1. project design, including feasibility and marketing studies & plans, and debt & revenue impact analysis

2. costs of site planning & analysis

3. land use & permitting costs
4. project-specific environmental costs

5. capital facilities costs, including acquisition, construction, rehabilitation, alteration, expansion, or improvements of public facilities

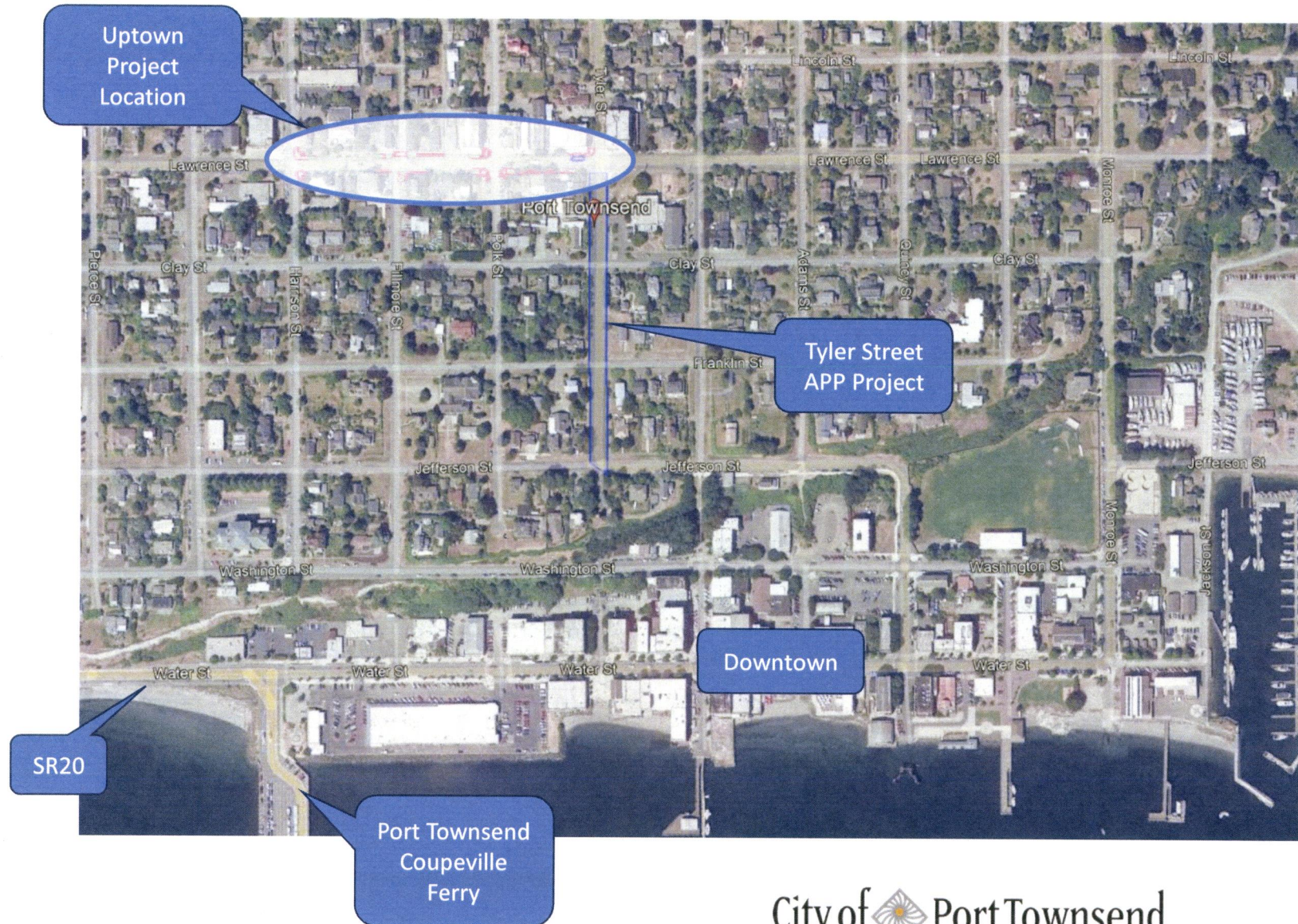
6. costs of development & improvement for the public facilities

Phase	Start date	End date	PIF Grant Request (if any)	PIF Loan Request (if any)	PIF Expenditure Categories — write in number(s) from above.	Can This Phase be Funded with PIF, Separate From the Other PIF Phases?
Construction	September 2024	December 2024	\$198,000	\$	5	N/A
			\$	\$		
			\$	\$		
			\$	\$		
			\$	\$		
			\$	\$		

Uptown Business District Complete Streets Grant Vicinity Map



Uptown Business District Complete Streets Grant Vicinity Map



Uptown Business District Complete Streets Supporting Information

With support of partners such as DASH, PT Main Street, Jefferson County Farmers Market and Jefferson Transit, the City is applying for funding for Lawrence Street pedestrian and accessibility improvements between Harrison Street and the Port Townsend Library and Tyler Street, the home of the Jefferson County Farmers Market.

Project Goals:

Improve Accessibility and Mobility: Lawrence Street is a main pedestrian route. Disability Awareness Starts Here (DASH) has identified Lawrence Street as a key route that needs accessibility updates. Creating good pedestrian connections between the Library and Aldrich's would improve accessibility to the Uptown core as well as the Library. Adding bike lanes and narrowing the lanes will improve mobility for all in terms of traffic calming and providing space for bicycles.

Paving: Lawrence Street is in extreme need of pavement repairs. Updating ADA ramps is a requirement for paving. Fixing the ramps ahead of paving stretches paving investments to repair more street. This project does not repave the street, but does lay the groundwork for future pavement repairs.

Safety: Shorter pedestrian crosswalks crossing Lawrence Street improves visibility of pedestrians and results in easier street crossings. Bulbouts also tend to slow traffic.

Parking: This project is not intended to change parking on Lawrence Street. Some small parking impacts may occur, but not wholesale changes. However, when the street is repaved, parking could be considered.

Uptown Business District Enhancement: Good pedestrian facilities are important for a business district. Most of Downtown PT has bulbouts for accessibility and safety. Uptown needs the same investment. The project also will repair damaged sidewalk along with the installation of missing curbs. Some trees may be replaced or protected depending on evaluation of an arborist. Investment in Uptown will help support businesses and this critical economic hub for the City.

Timing: This grant requires construction to be completed in 2024. This work may be done at the same time as the Tyler Street Paving project. This project will create limited disruptions to Uptown if paired with the Tyler Street Paving project. Road closures for more than a couple of days are not expected. Some work by City and PUD crews may be done in advance of the project.

Example of shorter pedestrian crossings

PT Library

Rain garden or tree wells

Sidewalk repair around trees

Curb and Sidewalk Extension for Bus Stop

Uptown Community Center

Farmers Market

Typical bulbout and ADA wheelchair ramp

Example of wheelchair ramp and bulbout for pedestrian safety at the post office (2019). This type of upgrade is planned for pedestrians crossing Lawrence Street.



Complete Streets - Quotes

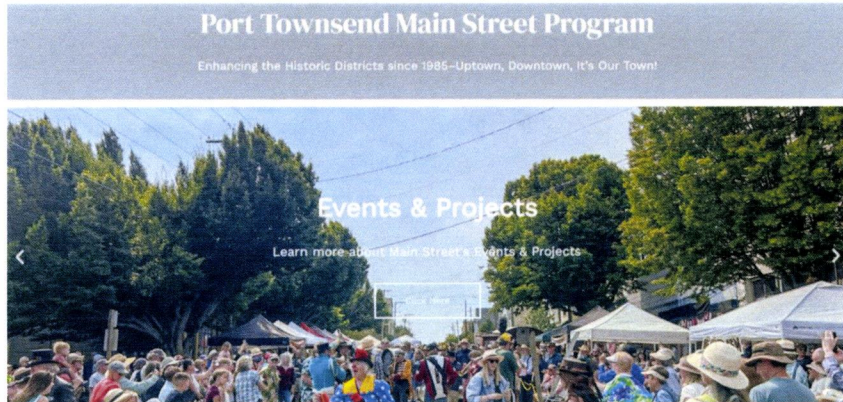
Port Townsend's Uptown is an essential commercial center for the residents of Port Townsend. Many visitors to the Olympics make it to this location, helping them learn how to promote an authentic walkable and people-friendly place in their towns. Lawrence is the heart of a compact 15-minute neighborhood. Parking is, and should be of limited supply, and so walking to and from this center is essential for the businesses to thrive. As an important center, the social life of the street will benefit from this traffic slowing, the added greening and reduced paving. A high percentage of elders and people with disabilities live here. For these and many additional reasons the correct Target Speed for this area, to maximize yielding behavior, and make this a mecca for human habitat should be 20 mph. The design (lane widths, curb extensions, color-enhanced bike lanes, high visibility crosswalk markings wide fog lines) needs to inform this speed.

Dan Burden, Blue Zones (Resident)

My home is in the condo at the corner of Lawrence & Fillmore. When I ride my power wheelchair to the farmers market/community center, as I often do, I must risk crossing Lawrence Street twice because the sidewalk between Polk and Tyler is now so bad on my side of Lawrence. Sidewalk repairs would be greatly appreciated by mobility device users as well as walkers.

John Frasca (Resident)

Existing Photos – Lawrence Street in Uptown



Uptown Street Fair
Uptown is part of the Historic
Main Street District



Existing pavement failures to be repaired with a
storm/sewer separation project and future
pavement project



Street is wide and encourages high speeds with no
bike lanes and long pedestrian crossings



Vibrant Jefferson County Farmers Market
on nearby Tyler Street

Existing Photos – Lawrence Street



Missing sections of curb



Sidewalk heaving around street tree



Existing driveway that
needs to be removed along
with damaged sidewalk

Street Form



This photo of Water Street in Downtown illustrates a similar street form proposed for the project in Uptown. This street form has resulted in amazing success for traffic calming, freight delivery, bikes, and peds. The street operates slowly and safely in an intense downtown environment. In this picture, the lanes shown are (2) 9 ft lanes with no centerline stripe.

Bulbouts Provide Great Pedestrian and Stormwater Benefit



The 2019 Complete Streets grant supported the installation of 3 bulbouts near the Post Office (above) and Downtown (right)





To Whom It May Concern:

On behalf of the Jefferson County Farmers Market (JCFM) or Port Townsend and Chimacum farmers markets, I write to express my support for the City of Port Townsend's Lawrence Street project. This project benefits the businesses, residents, and visitors to Uptown Port Townsend, increasing the neighborhood's livability and accessibility.

This year, the Port Townsend Farmers Market (PTFM) celebrates 33 years of operation. We have called Uptown Port Townsend home since 2003. Our mission as a small nonprofit is to support local farmers and artisans with vibrant marketplaces that cultivate community and provide access to healthy food for all. We bring over 40,000 visitors to Uptown Port Townsend annually, and about 100 small businesses participate in our nine-month market season.

The condition of the roads and sidewalks in Uptown Port Townsend increasingly impacts the operation and inclusivity of our farmers markets and neighboring businesses. The sidewalks on Lawrence Street are badly cracked and lack ADA-accessible ramps or space for Jefferson Transit to load and unload passengers safely. This reality makes it difficult for people using walkers, wheelchairs, or other mobility assistive devices to safely get to the farmers market or Uptown businesses.

Of our 32,977 county population, the median age is 59 versus 38 in Washington State, and nearly 20% of the population identifies as living with a disability, according to the US Census. While our farmers markets serve people of all ages and from all demographics, the small businesses that participate in the PTFM rely on a consistent senior shopper base. Many of our shoppers—seniors and people of all ages—live with physical disabilities that impact their ability to access Uptown Port Townsend with ease. I have seen uptown visitors trip on cracks in the sidewalk and accidentally fall off unsafe curbs. Repairing our uptown sidewalks is critical for the health and safety of our community as well as the stability of our local economy.

The primary driver for the Lawrence Street project is to improve ADA accessibility and non-motorized access to Uptown Port Townsend. The project adds plantings and rain gardens to replace several large trees to enhance the aesthetics of this important commercial center. With our largest county farmers market located next to Lawrence



Street, this project is of significant importance to the market, the 100+ businesses we serve, our 40,000+ shoppers, and everyone else who visits and lives in Port Townsend.

We are thankful for the project's funding to date and the City's commitment to move forward with it despite high bids. Funding for this project is essential for economic development, similar to past investments by the community in Downtown. This letter follows previous letters of support for a successful Transportation Improvement Board Complete Streets Grant awarded earlier this year.

Thank you for considering the City of Port Townsend Lawrence Street project application. JCFM strongly supports this much-needed project. Please contact me should you have any questions.

Sincerely,

Amanda Milholland
Executive Director



63 Four Corners Road, Port Townsend, WA 98368

September 12, 2024

John Mauro
City Manager
City of Port Townsend
250 Madison Street, Suite 2
Port Townsend, WA 98368

Subject: Letter of Support for the Lawrence Street Project

Dear Mr. Mauro;

On behalf of the Jefferson Transit Authority, I am pleased to extend our formal support for the Lawrence Street project. This initiative, which aims to enhance accessibility and streetscape in Uptown, has long been anticipated and is crucial for supporting local businesses and the Jefferson County Farmer's Market.

The primary objective of this project is to improve ADA accessibility and facilitate non-motorized access to Uptown. Additionally, the project includes the addition of plantings and rain gardens to replace several large trees, thereby improving the visual appeal of this key commercial area.

We appreciate the funding that has been secured thus far and commend the City's commitment to advancing this project despite the high bid costs. Such investments are vital for economic development and are reminiscent of the community's previous successes in Downtown. In support of this effort, Jefferson Transit Authority has allocated \$40,000 towards the construction of a transit bulb-out stop, which will enhance access for community members to local businesses and the Farmer's Market.

This letter of support complements our previous endorsements, including the successful Transportation Improvement Board Complete Streets Grant awarded earlier this year. Please feel free to contact me if you require any further information.

Sincerely,

Nicole Gauthier
General Manager



September 12, 2024

John Mauro
City Manager
City of Port Townsend
250 Madison Street
Port Townsend, WA

Dear City Manager Mauro,

The Port Townsend Main Street Program is writing this letter in support for the Lawrence Street Pedestrian Improvement Project. Our mission is to preserve, promote and enhance the historic districts of Port Townsend –Uptown and Downtown.

This project is much needed and long overdue in support of Uptown businesses and the Jefferson County Farmers Market in terms of accessibility and streetscape improvements. The primary driver for this project is to provide improved ADA accessibility and non-motorized access to Uptown. The project also adds plantings along with rain gardens to replace several large trees in order to enhance the aesthetics and accessibility of this important commercial center. We are thankful for the project funding to date and the City's commitment to move forward with the project despite high bids. Funding for this project is important for economic development similar to past investments by the community in Downtown. This letter of support follows previous letters of support for a successful Transportation Improvement Board Complete Streets Grant awarded earlier this year.

Thank you for your consideration. Please let us know if you have any questions.

Sincerely,

Mari F. Mullen
Executive Director
The Port Townsend Main Street Program
director@ptmainstreet.org

211 Taylor Street, #3
Port Townsend WA 98368