

**South County Recycling and Transfer Station  
Design Advisory Group Charter**  
April 2019

**Design Advisory Group Launched November 2018**

In November 2018, King County Solid Waste Division (SWD) convened a group of community members interested in participating in the design of the new South County Recycling and Transfer Station in Algona. SWD is committed to pro-equity community engagement, and has invited Design Advisory Group (DAG) members who represent a variety of community interests. This is an opportunity to help shape the design of a modern facility that will better serve the community with more recycling options and improved services.

**Project Overview**

SWD operates ten recycling and garbage transfer facilities, including the Algona Transfer Station, which was built in the 1960s. SWD is replacing the aging Algona Transfer Station with a larger, easy-to-use facility with recycling, yard waste, and garbage services to better serve south King County communities. The new station is located at 35101 West Valley Highway S., just north of the existing station. SWD is committed to building a modern facility with cleaner, safer, more efficient operations and expansive recycling options. Collection of household hazardous wastes will be offered at the new facility. The new transfer station will aim to reduce wait times and improve local traffic. We'll keep the current station open through construction until the new transfer station opens in 2023.

**Project Key Messages**

- Help us design your new recycling and waste transfer station in south King County.
- Building on a solid foundation of public engagement and environmental review.
- Expanding your options with easy-to-use recycling, yard waste, and hazardous waste disposal.
- Streamlining transfer station access to decrease wait times and traffic congestion.
- Modernizing the facility for cleaner, safer, more efficient operations.
- On track to open in 2023: We're focusing on facility design now through 2020. We'll take care of all your disposal needs throughout construction of the new waste transfer station. Stay tuned for updates as we move forward!

## **Roles and Responsibilities**

### *DAG*

- Review technical documents and provide guidance
- Consult on design options to influence decision-making
- Act as a sounding board for the project technical team
- Ask questions, listen and learn
- Help communicate project information to the community
- Help identify issues from a community perspective and report back to DAG and SWD

### *SWD*

- Conduct the necessary studies, permitting, site planning and design
- Provide timely information to the DAG in an understandable fashion
- Listen to the DAG and discuss how their comments were considered
- Listen to and consider public comment

### *HDR and 3 Square Blocks*

- Develop DAG meeting agendas, facilitate and provide meeting summaries
- Track ongoing list of issues, inquiries and emerging themes and use this as a tool to inform the project team and plan for future DAG meeting discussions

## **Time Commitment**

SWD asks members to commit to meeting once per quarter from November 2018 through November 2019. Each 2-hour meeting will be held on a weekday evening in Algona from 6:00 to 8:00 pm. SWD will provide food, and if needed, interpreters and translation services.

## **DAG Expectations and Ground Rules**

- Represent a diverse scope of community interests
- Listen to the other person without interrupting
- Welcome disagreement as an opportunity to learn, and ask questions to understand the other person's perspective
- Respect confidentiality of fellow DAG members, and ask permission to share any statement another DAG member makes
- Make a reasonable effort to reach consensus, and when not possible, SWD will decide
- Inform the SWD project manager in advance if we miss a meeting and be responsible for knowing meeting content

## **DAG Member Criteria**

- Experience representing diverse viewpoints
- Solution-seeking and demonstrated ability to compromise, innovate, and collaborate
- Willingness to consider trade-offs associated with budget and design choices on behalf of the broader community
- Ready to commit to quarterly meetings, reviewing materials, and providing comments

## **Design Advisory Group Schedule**

**DAG Launch / November 29, 2018 / 6:00 – 8:00 pm**

Focus: Project overview, set DAG Charter, Dec open house agenda preview, schedule regular DAG meeting date  
Location: Algona-Pacific Library  
255 Ellingson Rd, Pacific, WA

**Public Open House #1 / December 12, 2018 / 6:00 – 8:00 pm**

Focus: Share details about the project purpose, goals and timeline, transfer station services and operations, preliminary design features, and traffic flow at the new facility  
Location: Algona City Hall  
200 Washington Blvd, Algona, WA

**DAG Meeting #2 / February 28, 2019 / 6:00 – 8:00 pm**

Focus: Review preferred site layout determined in January 2019 and discuss comments gathered at December 2018 public open house  
Location: Algona City Hall  
200 Washington Blvd, Algona, WA

**DAG Meeting #3 / May 30, 2019 / 6:00 – 8:00 pm**

Focus: Review results of studies based on preferred layout, including geotechnical, traffic, cultural resources, critical areas mitigation plan. In addition, review 30% draft design (30% design package is due to King County in June 2019)  
Location: TBD: Algona-Pacific Library or Algona City Hall

**Public Open House #2 / July 2019 / Date + Time TBD**

Focus: Present the draft 30% design and gather feedback  
Location: TBD

**DAG Meeting #4 / August 22, 2019 / 6:00 – 8:00 pm**

Focus: Discuss how feedback is being used to update 30% draft design package and review recommendations from value engineering process  
Location: TBD: Algona-Pacific Library or Algona City Hall

**DAG Meeting #5 / November 21, 2019 / 6:00 – 8:00 pm**

Focus: Review 30% final design package, discuss conditional use permit process, and anticipated final design schedule  
Location: TBD: Algona-Pacific Library or Algona City Hall

**King County Solid Waste Division**

[kingcounty.gov/south-county](http://kingcounty.gov/south-county)  
206-477-4466, TTY Relay: 711

**Project Manager**

Doug Chin  
[doug.chin@kingcounty.gov](mailto:doug.chin@kingcounty.gov)  
206-477-5217