



Notice is hereby given by the Chair of the Spokane Regional Transportation Council Board, pursuant to RCW 42.30, that the Spokane Regional Transportation Council Board will hold its regular monthly meeting at 1:00 pm or as soon as possible thereafter, on Thursday, February 9, 2012 at SRTC, Intermodal Center (Amtrak-Greyhound Station), 221 W. First Avenue, Suite 310, Spokane, WA 99201

AGENDA

1. Call to Order Regular Session.
2. Roll Call/Record of Attendance.
3. Public Comments.
4. Consent Agenda.

Consists of items considered routine which are approved as a group. Any member of the Board may ask that an item be removed from the Consent Agenda to be considered separately.

- a) Approval of the January 12, 2012 Board Meeting Minutes
- b) Month 13 2011 and January 2012 Vouchers Approval
5. Administrative Items.
 - a) Board Retreat – Kevin Wallace
 - b) Active Community Environments (ACEs) Grant Award for Complete Streets Policy Development – Eve Nelson
 - c) Federal Function Classification Change Requests – Sylvia Ferrin
6. New Business.
 - a) Land Use Data Updates for Travel Demand Modeling – Kevin Shipman
7. Committee Reports, Recommendations & Updates
 - a) Inland Pacific Hub Update – Ryan Stewart
8. Executive Director's Report.
9. SRTC Board Member Comments.
10. Adjournment

MEETING MINUTES

Spokane Regional Transportation Council Board
Thursday, January 12, 2012
SRTC Office - Intermodal Center – Third Floor
Spokane, Washington

1. Call to Order

The meeting of the Spokane Regional Transportation Council Policy Board was called to order by Chair Gary Schimmels at 1:13 pm.

2. Roll Call/Record of Attendance

Board Members in Attendance:

Gary Schimmels, City of Spokane Valley (Chair)
Dave Condon, Mayor, City of Spokane
Mike Frucci, WSDOT – Eastern Region (Alternate)
Chad Coles, TTC Chair
E. Susan Meyer, Spokane Transit Authority
Al French, Spokane Transit Authority
Diana Wilhite, TAC Chair
Micki Harnois, Smaller Towns Representative, City of Rockford
Steve Peterson, Small Towns Representative, City of Liberty Lake
Mark Richard, Spokane County Commissioner
Nancy McLaughlin, City of Spokane Council Member
Joe Tortorelli, Washington State Transportation Commission
Larry Krauter, Spokane International Airport
Jim Williams, Private Sector Transportation Provider

Board Members Not in Attendance:

Todd Mielke, Spokane County Commissioner
Keith Metcalf, WSDOT – Eastern Region

Guests Present:

Nathan Smith, SRTC Board Attorney
Charlene Kay, WSDOT
R.L. Burnett, Citizen
Neil Kersten, City of Spokane Valley
Paul Kropp, Neighborhood Alliance & TAC
Bob Brueggeman, Spokane County
Katherine Miller, City of Spokane
Inga Note, City of Spokane Valley
Karl Otterstrom, STA
Char Kay, WSDOT
Mike Cecka, City of Liberty Lake

Staff Present:

Kevin Wallace, Executive Director
Jennifer Wash, Administrative Assistant
Ryan Stewart, Senior Transportation Planner
Mallory Atkinson, Transportation Planner
Anna Ragaza-Bourassa, Senior
Transportation Planner
Staci Lehman, Public Education/Information
Coordinator

Richard Schoen, City of Millwood
Mark Brower, CH2M Hill
Tom Towey, Mayor of Spokane Valley
Mike Prager, Spokesman Review
Dena Moses, Spokane Tribe

3. Public Comments.

There were no public comments.

4. Consent Agenda.

Mr. Joe Tortorelli made a motion to approve the November 23rd and November 30th Special Board minutes, December 8, 2011 minutes, the December 2011 Voucher List in the amount of \$14,604.62, and the appointments of TAC and TTC Chair and Vice Chair. Ms. Nancy McLaughlin seconded the motion which was unanimously carried.

Recap for December 2011:

Vouchers: V119470 - V119483

14,604.62

5. Administrative Items.

a) Overview of SRTC

Mr. Kevin Wallace gave an overview of SRTC using a PowerPoint presentation which included the defining designations for Metropolitan Planning Organizations, Transportation Management Areas, and Regional Transportation Planning Organizations. He also discussed how the future federal surface transportation authorization bill will likely change the federal process such as having more focus on performance based transportation planning, funding reform and funding levels. Also presented were SRTC's core programs and functions, and the role of the Policy Board and of staff in supporting the Board. He mentioned having a forum to hear everyone's voice in regards to providing an opportunity for planning for growth toward the ultimate goal of quality of life and economic opportunities for this region.

Mr. Wallace then shared what's ahead in 2012 for SRTC and the Board. He suggested scheduling a Board retreat for early this year to discuss Board priorities, key components regarding Board composition and agency funding, defining core functions and reviewing the September 2011 Federal Certification review. He also noted that a performance based metropolitan transportation plan will be under development.

Mr. Larry Krauter arrived at 1:25 pm. Chair Schimmels asked him to introduce himself.

Mr. David Condon asked if Senator Patty Murray and her staff are up to speed regarding MAP-21 (Moving Ahead for Progress in the 21st Century) and if the MAP-21 indicates whether they look more at MPOs or state funding. Mr. Wallace said MAP-21 will change the process and could strengthen the work the MPOs need to be doing if

thresholds to become an MPO start at 200,000 population. He indicated that he was not aware of Senator Murray's portion on the bill but would investigate the issue and report back to the Board.

Mr. Mark Richard complimented Mr. Wallace on the presentation of the roles of this organization. He also asked how to define performance based planning and what it would look at. Mr. Wallace responded that MPOs would be required to set performance criteria to measure the effectiveness of selected investments over time. He then clarified that federal legislation would require the process and the setting of the benchmarks would be done locally.

Ms. Nancy McLaughlin asked if there has been any conversation about the concept of cost analysis in coordination with the performance based measures. Mr. Wallace stated that the bill is general and details of the rules have not been developed at this time, however there will be opportunities to comment on the rules once they are made public.

b) Approval of the 2011-2035 Metropolitan Transportation Plan (MTP) and the 2012-2015 Transportation Improvement Program (TIP) Update Transportation Conformity.

Ms. Anna Ragaza-Bourassa stated the regions current conformity determination expires on January 16th and explained the background and process involved to meet this conformity. She noted that analysis has been done on air quality conformity and both the MTP and TIP are consistent with the identified air quality maintenance plan.

Ms. Diana Wilhite made a motion to approve by resolution (R-12-01 SRTC) the 2011-2035 Metropolitan Transportation Plan (MTP) and the 2012-2015 Transportation Improvement Program (TIP) Update Transportation Conformity. Mr. Mark Richard seconded the motion which was unanimously carried.

c) Approval of the 2011-2035 Metropolitan Transportation Plan (MTP)

Mr. Ryan Stewart presented a PowerPoint presentation regarding the components of the MTP and the process involved to finalize the document for Board approval. He noted the public comments received during the public review are listed in Appendix A of the document and were also included in the Board packet. Mr. Stewart summarized that the MTP is a guiding blueprint of the future of transportation in our region through the year 2035; it lists the transportation system improvements to address any deficiencies, demonstrates that it is a financially constrained plan, meets air quality conformity, and was unanimously recommended by the Transportation Technical Committee (TTC) and Transportation Advisory Committee (TAC) for Board approval.

Mr. Richard asked what the conclusion was to a public comment referencing language in the document with regards to the tonnage class for Bigelow Gulch. Mr. Stewart responded that the designation was based on information the County provided and also reflected in WSDOT's plan. He stated SRTC does not have control over the designation; however it is SRTC's responsibility to assist with accuracy of information.

GIS staff is working with Mr. Burnett on making sure that the most accurate and up-to-date information is in the plan. Once SRTC gets this updated from the responsible jurisdictions, staff will incorporate it into the MTP. Mr. Stewart stated that this will require a minor administrative amendment.

Ms. Nancy McLaughlin made a motion to approve by resolution (R-12-02 SRTC) the 2011-2035 Metropolitan Transportation Plan for the Spokane Metropolitan Planning Area. Ms. Diana Wilhite seconded the motion which was unanimously carried.

d) Approval of the 2012-2015 Transportation Improvement Program (TIP) Update

Ms. Mallory Atkinson presented the 2012-2015 Transportation Improvement Program (TIP) Update and explained that the current TIP was completed and approved by the Board in October 2011; however, due to approval of the new Metropolitan Transportation Plan the approval of a new conforming TIP is required. She asked for approval by resolution the 2012-2015 TIP Update in order to assure all federal funding projects in the region be able to proceed in advance uninterrupted.

Ms. Diana Wilhite made a motion to approve by resolution (R-12-03 SRTC) the 2012-2015 Transportation Improvement Program Update. Mr. Joe Tortorelli seconded the motion which was unanimously carried.

e) Election of 2012 Board Officers

Mr. Nathan Smith, Board Attorney standing in for Stan Schwartz, explained the process to elect a Chair and Vice Chair for the SRTC Board. The other component for decision is the term of the elected Chair and Vice Chair that was discussed at the December Board meeting.

Ms. E. Susan Meyer asked about the rotation of jurisdictions in these positions. Mr. Smith said there is no formal written policy in regard to rotation. Discussion ensued regarding rotation. Mr. Wallace distributed a list of past officers to view the rotation of jurisdictions.

Mr. Al French nominated Ms. Nancy McLaughlin as Chair for 2012. Mr. David Condon seconded the nomination.

Mr. Mark Richard made a motion to close nominations. Mr. Condon seconded. The vote was called for approval of the nomination. The motion carried.

Mr. Richard nominated Mr. Steve Peterson as Vice Chair. Mr. French seconded the nomination.

Ms. Diana Wilhite moved nominations to be closed. Mr. Joe Tortorelli seconded. The vote was called for approval of the nomination. The motion carried.

Discussion ensued on the term of officers.

Mr. Mark Richard moved that the term of office for Chair and Vice Chair, from this point forward to end at the completion of the January 2013 Board meeting. Mr. Al French seconded the motion.

Mr. Joe Tortorelli called to question the term being defined as February 1, 2012 to January 31, 2013 or the completion of the January 2013 Board meeting.

It was discussed that the term would end at the completion of the January meeting.

Mr. Richard's motion passed unanimously.

f) Transportation Advisory Committee (TAC) Candidate Selection

Ms. Staci Lehman stated that the TAC is asking the Board to consider the reappointment of two members, Jim Smith and Matt Ewers, and the appointment of two new members from the four candidates recommended by the TAC in November.

Mr. Al French moved to reappoint Jim Smith and Matt Ewers to the Transportation Advisory Committee. Mr. Steve Peterson seconded the motion which was unanimously approved.

Ms. McLaughlin stated that based on the scoring and recommendation provided from the TAC, she would make a motion to appoint Kennet Bertelsen and Mark Brower to the Transportation Advisory Committee. Joe Tortorelli seconded the motion which was unanimously approved.

6. New Business

There was no new business.

7. Executive Director's Report

Mr. Wallace stated that at each Board member's place a copy of the Regional Priority List that the Board approved last month and the RTPPO project information of the 16 projects on the list. These projects were added to the website and can be viewed at www.forwardwashington.net. The Connecting Washington policy brief from the Governor of the work from this committee was also provided to the Board.

Mr. Wallace announced the Federal Certification Review draft report is in process and he anticipates receiving the final report by, or shortly after, January 16th. He noted that he will be talking with Federal Highway Administration (FHWA) staff to discuss the report and if it's the pleasure of the Board he proposes to invite FHWA and the FTA to a future Board meeting or to the Board retreat to discuss the report.

Mr. Wallace reported that the Greater Spokane Incorporated Olympia Fly-in is January 18-20, which he will attend. He noted that a TAC sub-committee was formed to discuss

the Vision project completed last year and how to utilize it to create a new policy framework to base the development of a revamped Metropolitan Transportation Plan on it. He also said the Board will be briefed on the Inland Pacific Hub Study in April, mentioning that the Mayor of Post Falls, Clay Larkin, suggested having a Joint Board meeting to consider the final document. As this study comes to its completion Mr. Wallace indicated that he will ask the Board for direction as far as future process with the IPH Advisory Board and the findings from the study.

Mr. Condon departed at 2:15 pm.

8. SRTC Board Member Comments.

Ms. McLaughlin commented that she has met with the Association of General Contractors to discuss projects in the area and it was encouraged to keep the North Spokane Corridor as the top priority when going to Olympia.

Ms. Meyer mentioned that from the Governor's State of the State address, the Governor recommended to the legislators \$3.7 billion in fee increases to fund transportation needs. Ms. Meyer noted that \$150 million would go to transit and \$310 million to cities and counties. The legislation is being drafted by her staff, and the Association of Washington Cities (AWC) has communicated to all the cities to submit projects by January 19th that demonstrate the need for funding.

Mr. Tortorelli commented that projects from the Inland Pacific Hub study be integrated into the SRTC Regional Priority List for consistency and for determining economic impact and capital investment in both lists.

Mr. Richard asked if it would be to our benefit to submit a regional response to AWC based upon our prioritized list. Mr. Wallace offered to set up a meeting with member agencies to discuss a regional response.

Micki Harnois commented that the announcement from AWC was not strictly for transportation but for capital facilities as well.

Mr. Gary Schimmels thanked the Board for the opportunity to Chair this past year.

9. Adjournment

There being no further business before the Spokane Regional Transportation Council Board, the meeting was adjourned at 2:30 pm.

Jennifer Wash
Recording Secretary

**SPOKANE REGIONAL TRANSPORTATION COUNCIL
VOUCHERS PAID FOR MONTH THIRTEEN, 2011**

As of this date, February 9, 2012, the Spokane Regional Transportation Council approves the payment of Month 13, 2011 vouchers included in the following list in the amount of \$ 93,354.03.

Chairman

Date	Voucher	Vendor	Description	
		Spokane City of-Salaries/Benefits	Pay Periods Ending:11/26/11, 12/10/11, and 12/25/11	87,485.08
			Correction of TMC Staff Reimbursement	8,642.81
		Spokane, City of -MIS	IF DP Services, November and December 2011	1,311.25
		Spokane, City of - Water Dept.	IF Courier Services, 4th Quarter 2011	1,755.00
		WA State Dept. of Revenue	Use Tax for December 2011	4.87
		Reimb:	WSDOT - TMC Expenses (chairs, signage, door/swipe card, electrical)	(5,844.98)
TOTAL Month 13, 2011				93,354.03

Recap for Month 13 2011:

Salaries/Benefits: Warrant Nos: 1603155-1603165, 1606939-1606949, and 1609280-1609290	96,127.89
Interfund, other expenses, and reimbursements processed directly by the City of Spokane	(2,773.86)
	<u>93,354.03</u>

**SPOKANE REGIONAL TRANSPORTATION COUNCIL
VOUCHERS PAID FOR THE MONTH OF JANUARY, 2012**

As of this date, February 9, 2012, the Spokane Regional Transportation Council approves the payment of the January, 2012 vouchers included in the following list in the amount of \$ 227,189.21.

Chairman

Date	Voucher	Vendor	Description	
1/6/12	V119484	WA State Dept. of Retirement	Employee and Employer Contributions, December 2011	6,882.94
	V119485	Washington Trust Bank	Supplies; BtV Domain Name; Conference Calls; KW-Olympia, 1/18-20/12	1,317.43
1/11/12	V119486	CenturyLink	Software: Media Server Licenses for TMC	4,338.71
	V119487	HDR Engineering, Inc.	Cont Svcs: Inland Pacific Hub Services, 8/28/11-11/26/11	75,256.71
	V119488	IT-Lifeline, Inc.	Prof Svcs: Computer Backup Services, January 2012	765.00
	V119489	Kiemle & Hagood Co.	Office Rent: SRTC Space, First Quarter 2012	8,516.62
	V119490	OrbitCom, Inc.	Telephone: Website Hostings; VLAN Services, January 2012	419.76
	V119491	Spokane County Treasurer	Software Maint: ESRI, Prepay for December 2012	498.17
	V119492	Spokesman-Review	Legal Notice: SRTC 2012 Board Meeting Dates	49.10
1/31/12	V119493	Black Box Network Services	Equip Maint: Telephone Service, January 2012	291.34
	V119494	CenturyLink	Telephone: DSL & Internet Services to 2/10/12	157.59
	V119495	DKS Associates	Cont Svcs: Transit Model Update Services to 11/25/11	39,815.00
	V119496	Ikon Office Solutions	Equip Maint: Color Copier Usage to 1/22/12	469.11
	V119497	Integra Telecom	Telephone: Lines and LD to 2/7/12	613.03
	V119498	IT-Lifeline, Inc.	Prof Svcs: Computer Backup Services, February 2012	765.00
	V119499	WA State Dept. of Retirement	Employee and Employer Contributions, January 2012	7,310.39
	V119500	Washington Trust Bank	Supplies; Conference Calls, Monitor, Software	559.56
	V119501	Witherspoon, Kelley, Davenport & Toole	Prof Svcs: Legal Services, December 2011	504.00
		Spokane, City of - Salaries/Benefits	Pay Periods Ending: 12/24/11-partial; 2/7/12, and 2/21/12	78,616.49
		Spokane, City of - MIS	Postage: FedEx Charge, 12/30/11	6.26
		Spokane, City of - Treasurer	IF Warrant Services, 4th Quarter 2011	37.00
TOTAL JANUARY, 2012				227,189.21

Recap for January 2012	
Vouchers: V119484 to V119501	148,529.46
Salaries/Benefits: Warrant Nos: 1611643 - 1611653 and 1613984 - 1613994	78,616.49
Interfund, other expenses, and reimbursements processed directly by the City of Spokane	43.26
	<u>227,189.21</u>



Spokane Regional Transportation Council

221 W. First Ave., Suite 310 • Spokane, WA 99201-3613 • (509) 343-6370 • FAX (509) 343-6400

MEMORANDUM

DATE: February 2, 2012
TO: Members of the SRTC Policy Board
FROM: Kevin Wallace, Executive Director
SUBJECT: Board Retreat

Summary

As noted at the January Board meeting, staff is proposing to hold a retreat to help identify Board priorities within the context of the recent federal certification review, agency funding, and ongoing discussions regarding the composition of the Board.

The proposed logistics for the retreat would include the following:

Location: CenterPlace, 2426 N. Discover Place, Spokane Valley

Date: March 22, 28, or 29 (SRTC staff will conduct an email request for availability among Board members and will present the results at the February 9th meeting.)

Time: 8:30 am to 12:00 p.m.

Public Involvement

None.

Policy Implications

The Board retreat will help identify strategic policy direction from the Board that will guide agency activities in 2012.

Technical Implications

None.

Prior Committee Actions

None.

Requested Action

This item is presented for information, discussion, and possible action to: 1) set a date and time for the 2012 SRTC Board Retreat; and 2) to identify general topics for discussion at the retreat.



Spokane Regional Transportation Council

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MEMORANDUM

DATE: February 2, 2012

TO: Members of the SRTC Policy Board

FROM: Eve Nelson

SUBJECT: Active Community Environments (ACEs) Grant Award for Complete Streets Policy Development

Summary

SRTC was successful in securing \$11,500 in grant funding from WSDOT in cooperation with the Washington State Department of Health (DOH) to assist with the development of Active Community Environments (ACEs). The original source of funding is from the Center for Disease Control. Specifically the grant is designed to:

- Develop and implement a Complete Streets policy through the SRTC Policy Board;
- Incorporate Complete Streets policy elements into the Metropolitan Transportation Plan and project evaluation criteria for regionally competitive grants; and
- Participate, provide training, and develop materials for the Safe and Complete Streets Education Coalition.

Pending Board approval, an additional year of funding for \$11,500 from ACEs will likely be available to continue work on the integration of a Complete Streets policy into the Metropolitan Transportation Plan or project evaluation criteria.

Public Involvement

The Spokane Unified Transportation Vision and Implementation Strategy (June 2011) recommends promoting development of Complete Streets. Also, The Spokane Regional Pedestrian Plan, December 2009 recommends a regional Complete Street policy to ensure streets are designed and allowed to enable safe and convenient access for all users. Both plans had significant public involvement in their development.

Policy Implications

A Complete Streets or multi-modal policy specific to the needs of the SRTC region, coupled with the development of project evaluation criteria, could have region-wide impact in changing the decision-making process so that all users are routinely considered during the planning, designing, building and operating of transportation facilities.

A Complete Street policy has the potential to improve safety for all users including motor vehicle drivers, transit riders, pedestrian and bicycles.

Technical Implications

The final direction established by the Board will help guide development of the new Metropolitan Transportation Plan (MTP).

Prior Committee Actions

The SRTC Board adopted the Spokane Regional Pedestrian Plan in December of 2009.

During the March 2011 SRTC Board Brown Bag Lunch presentation on Complete Streets, SRTC Board members indicated an interest to pursue the idea of a Complete Streets policy at SRTC.

The STRC Board adopted The Spokane Unified Transportation Vision and Implementation Strategy in June of 2011.

On August 11, 2011 Interim Transportation Manager Mark Rohwer reported to the SRTC Board the agency had secured a grant to pursue Complete Street policy and education work.

On December 8, 2011 the SRTC Board was given a PowerPoint presentation on how to achieve a grant policy for Complete Streets. A timeline was presented to the Board that included a suggestion to develop a subcommittee with members of the Board, TAC and TTC to draft a policy by June 2012.

Requested Action

It is requested that the SRTC Policy Board: 1) form a subcommittee to draft a Regional Complete Streets Policy for consideration by the full Board; and 2) identify the composition of the subcommittee. It is anticipated that the subcommittee will meet twice in March. If supported by the Board, there may be a future grant opportunity to pursue the implementation of the recommended policy.



MEMORANDUM

DATE: February 2, 2012
 TO: Members of the SRTC Policy Board
 FROM: Sylvia Ferrin, GIS Analyst
 SUBJECT: Federal Functional Classification Change Requests

Summary

The Spokane Regional Transportation Council (SRTC) has received Federal Functional Classification (FFC) change requests from the City of Spokane Valley and the Town of Rockford (see attached). The requests are as follows:

Requesting Agency	Roadway	From To	FFC Existing	FFC Proposed
City of Spokane Valley	Mission Avenue	Flora Road to Barker Road	Urban Collector (17)	Urban Minor Collector (16)
	Indiana Avenue	Sullivan Road to Flora Road	Proposed Urban Minor Arterial (36)	Urban Minor Arterial (16)
Town of Rockford	Missile Base Street / Weaver Street	SR 27 to SR 278 (Emma Street)	Rural Local Access (9)	Rural Major Arterial (7)

Public Involvement

There has been no public involvement related to these requests.

Policy Implications

Functional Classification is a determinant of eligibility for Federal transportation funding. All roadway projects receiving federal funds must be on the federally classified roadway system.

Technical Implications

Functional Classification changes require coordination with the Metropolitan Planning Organization (MPO), which is SRTC for the Spokane Region. Once approved at the MPO level, requests are then submitted to the Washington State Department of Transportation (WSDOT) for review, and then forwarded to Federal Highway Administration (FHWA) for approval.

Prior Committee Actions

At their January 25th meeting, the TTC unanimously recommended SRTC Policy Board approval of the Federal Functional Classification (FFC) change requests submitted on behalf of the City of Spokane Valley and the Town of Rockford.

Requested Action

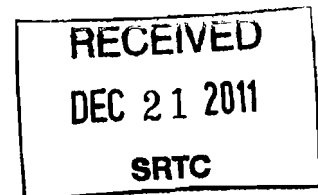
Recommend approval of the two City of Spokane Valley and one Town of Rockford Federal Functional Classification change requests be forwarded on to WSDOT.



**Public Works Department
Capital Improvement Program**

11707 E Sprague Ave Suite 106 ♦ Spokane Valley WA 99206
509.921.1000 ♦ Fax: 509.921.1008 ♦ cityhall@spokanevalley.org

December 19, 2011



Mr. Kevin Wallace
Spokane Regional Transportation Council
221 W. First Ave., Suite 310
Spokane, Washington 99201-3613

Subject: Federal Functional Classification Requests – Mission Ave and Indiana Ave

Dear Mr. Wallace:

Attached please find two Federal Functional Classification Request Forms for SRTC review and approval.

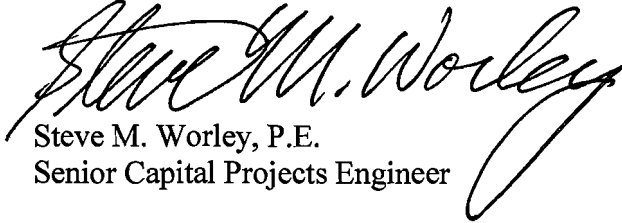
WSDOT in their June 29, 2009 approval letter of the federal reclassifications for Indiana Ave. east of Sullivan and Conklin Road north of Sprague commented that the following road segments were already functioning as collector arterials and a request to upgrade the functional classifications of this route would need to be submitted.

The two new Request Forms include the following streets:

- 1. Mission Avenue – Flora Road to Barker Road: Change from Urban Collector Arterial (17) to Urban Minor Arterial (16).** Mission Avenue is a two lane road with gravel shoulders and intermittent curb and sidewalks constructed as part of adjacent developments. With the recent completion of the Indiana Avenue Extension project, the Indiana – Mission corridor now provides a direct alternate access to the Spokane Valley Mall area from the North Greenacres area and the City of Liberty Lake.
- 2. Indiana Avenue - Sullivan Road to Flora Road: Change from Proposed Urban Minor Arterial (36) to Urban Minor Arterial (16).** The City has completed the extension of Indiana Avenue from where it ended east of Sullivan Road to Flora Road. This creates a new east-west connection from the rapidly growing North Greenacres area and the City of Liberty Lake directly to the major commercial district anchored by the Spokane Valley Mall.

Please let us know if you have any questions regarding this information.

Sincerely,

A handwritten signature in black ink that reads "Steve M. Worley". The signature is written in a cursive style with a large, sweeping flourish at the end of the name.

Steve M. Worley, P.E.
Senior Capital Projects Engineer

cc: Federal Functional Classifications Requests for Mission Ave. and Indiana Ave.

This form has been developed for use in all future requests for Federal Functional classification changes. One form should be completed and submitted for each requested classification change. Functional classification changes require coordination with the MPO, if applicable.

Upon completion of the requested forms they should be submitted to the WSDOT Region Local Programs Engineer with a transmittal letter signed by the Mayor, Chairman of the Board or other responsible official of the agency.

1. COUNTY or CITY NAME <p style="text-align: center;">City of Spokane Valley</p>	COUNTY or CITY NO. <i>(refer to Local Agency Guidelines)</i> <p style="text-align: center;">1223</p>
2. LOCAL AGENCY CONTACT PERSON AND EMAIL ADDRESS <p style="text-align: center;">Steve Worley, P.E. Senior Engineer or Inga Note, P.E. Senior Traffic Engineer</p>	TELEPHONE NO. <p style="text-align: center;">(509) 921-1000</p>
3. LOCAL NAME OF ROUTE <p style="text-align: center;">Mission Avenue</p>	ROUTE NO. <i>(if State Route use SR No.)</i> <p style="text-align: center;">4132</p>
4. TERMINI OF ROUTE <i>(Description and milepost (if available))</i> FROM Flora Rd TO Barker Road LENGTH: Miles 1.0	
5. TYPE OF AREA <i>(Federal Aid Highway Urban Area):</i> <input checked="" type="checkbox"/> URBAN <input type="checkbox"/> RURAL	
6. EXISTING FUNCTIONAL CLASSIFICATION <p style="text-align: center;">Urban Collector Arterial (17)</p>	PROPOSED FEDERAL FUNCTIONAL CLASSIFICATION <p style="text-align: center;">Urban Minor Arterial (16)</p>
<i>(Urban Freeway/Expressway, Principal Arterial, Minor Arterial, Collector, Rural Major Collector, Rural Minor Collector, Local Access)</i>	
7. SPACING <i>(Distance to parallel Federal functionally classified route)</i> Miles: 0.5	
8. DOES REQUESTED FC CHANGE EXTEND INTO ANOTHER JURISDICTION? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO <i>(If yes – concurrence from the other affected agency is required.)</i>	
9. EXISTING ROAD CHARACTERISTICS Roadway Width (incl. shoulders): 23 ft. Surfacing Type <i>(mark appropriate space)</i> <input type="checkbox"/> Gravel <input checked="" type="checkbox"/> ACP <input type="checkbox"/> BST <input type="checkbox"/> Earth <input type="checkbox"/> Other:	
10. TRAFFIC GENERATORS <i>(Generators that route serves – est. VPD)</i> INDUSTRIAL: Employees _____ VPD _____ AIRPORTS: Annual Flights _____ VPD _____ MILITARY INSTALLATIONS: Type _____ VPD _____ SHOPPING CENTER: No. Stores Spokane Valley Mall VPD _____ OTHER: Type Major Res. Devel., Office Bldgs VPD _____	SHIPPING POINTS: Annual Tons _____ RECREATIONAL: Annual Visitors _____ <i>(parks, ski resorts, lakes, beaches, etc.)</i> AGRICULTURE AREAS: _____ COLLEGE OR UNIVERSITY: Enrollment _____ GOV. INSTITUTION: VPD _____

11. Are there zoning ordinances which can restrict growth or encourage growth of any of the above generators? Please indicate below.

Yes. The City of Spokane Valley's Comprehensive Plan shows the area adjacent to Mission Ave between the I-90 and the Spokane River is designated LOW DENSITY RESIDENTIAL. The area immediately west of Flora Rd is designated MIXED USE CENTER.

12. TRAFFIC (at significant volume change locations)

Location **Flora Rd** Existing Traffic **2,700** VPD

Future Traffic (20 years) **11,400** VPD

Location **Barker Rd** Existing Traffic **2,700** VPD

Future Traffic (20 years) **11,400** VPD

13. Written description of route (general characteristics including alignment, speed limit and how it relates to the surrounding area in terms of importance.)

Mission Avenue is a two lane road with gravel shoulders and intermittent curb and sidewalks constructed as part of adjacent developments. The roadway is straight and relatively flat along most of its length with a slight decline near Flora Rd. The current speed limit is 35 MPH.

The roadway links the recently completed Indiana Avenue Extension Project to the adjacent Greenacres sub-area and City of Liberty Lake. The north Greenacres neighborhood is a rapidly growing section of the City. In addition to development within the City Limits, the River District development is also under construction just east of the Spokane Valley city limits in Liberty Lake. This is a substantial development with up to 3,000 homes projected at final buildout.

With the recent completion of the Indiana Avenue Extension project to the west, the Indiana – Mission corridor now provides an alternate route to the Spokane Valley Mall area so residents do not have to cross to the south side of I-90 at Barker Road or Flora Road and then cross back over I-90 at Sullivan Road to access businesses in and around this regional commercial center. The closest arterial north of I-90 is Euclid Avenue, a collector that is located over one mile north on the other side of the Spokane River, and winds through a heavy industrial area.

14. A brief description why the proposed change is requested and justification for the change.

The Indiana - Mission Corridor augments the principal arterial network to better serve the Spokane Valley Mall regional commercial area while relieving traffic congestion on Broadway Avenue, Sullivan Road, and I-90. Now that the adjacent Indiana Ave. extension is complete, it provides a needed arterial connection between the north Greenacres areas and the expanding Spokane Valley Mall area. Local access traffic is also diverted from I-90.

Mission Avenue serves as part of an important east-west route from Argonne Road (via Montgomery Ave. and Indiana Ave) to the Spokane Valley Mall and beyond to Barker Road. East of Barker Road, Mission Ave connects to the City of Liberty Lake's arterial system and the very large River District development that is under construction just east of the city limits.

Daily traffic volumes are expected to dramatically increase from 2,700 vehicles per day (vpd) to a 20-yr projection of 11,400 vpd with the opening of the new Indiana Ave. connection as this area continues to experience growth.

The roadway is included in the City's Comprehensive Plan as a proposed Minor Arterial to accommodate the future growth of this area.

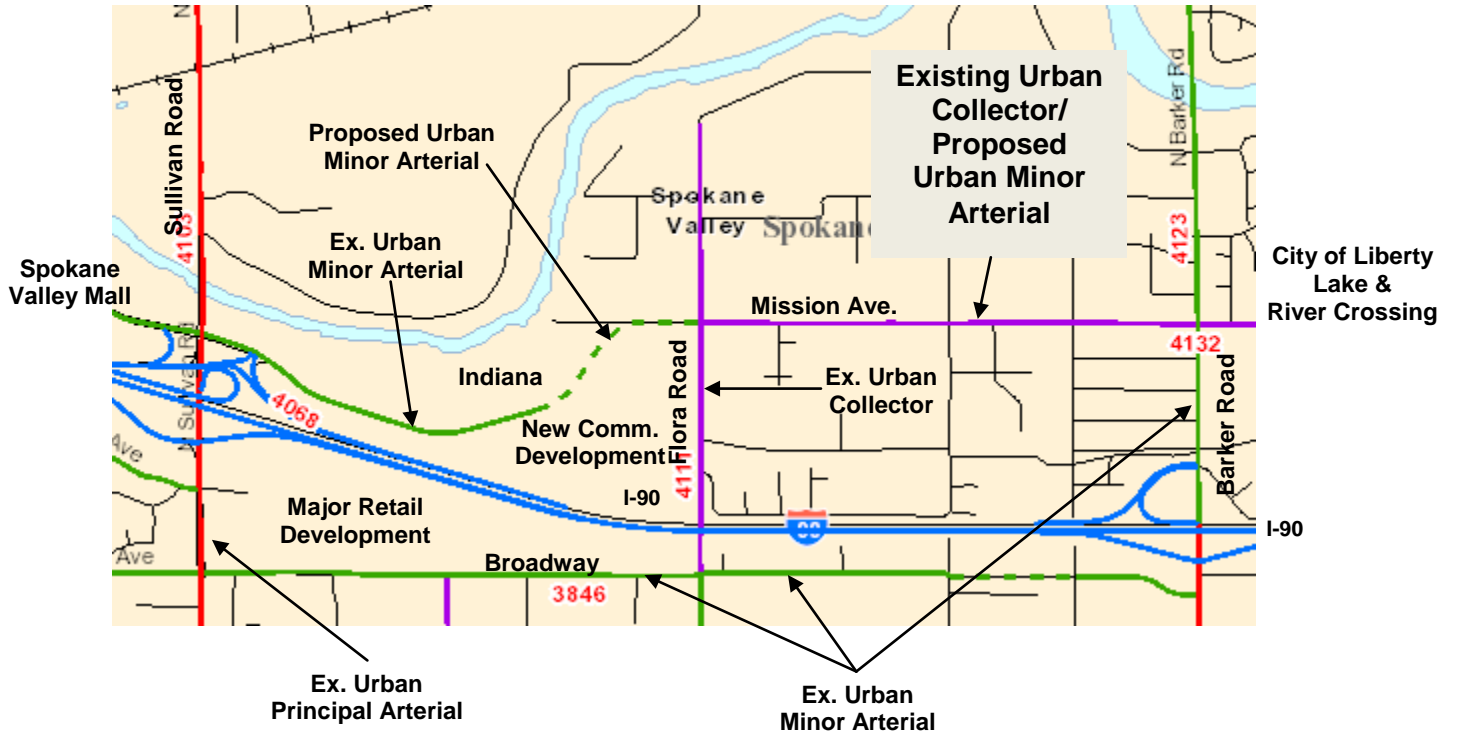
15. Additional remarks to more fully explain the situation.

Prior to the recent completion of the Indiana Extension Project, traffic from the north Greenacres and Liberty Lake areas which are currently experiencing significant in-fill and area wide development traveled south of I-90 to Broadway Avenue (via Flora Rd.) and then north on Sullivan Road to access the Spokane Valley Mall and surrounding businesses. Or traffic used I-90 at Barker Road to get access to Sullivan Road.

The extension of Indiana Ave. to the Mission/Flora intersection provided an alternate access to the mall area, thus relieving current and future congestion on I-90, Broadway Avenue, and Sullivan Road.

16. Attach a vicinity map showing the **proposed changes**, and **existing Federal Functional Classifications**.





This form has been developed for use in all future requests for Federal Functional classification changes. One form should be completed and submitted for each requested classification change. Functional classification changes require coordination with the MPO, if applicable.

Upon completion of the requested forms they should be submitted to the WSDOT Region Local Programs Engineer with a transmittal letter signed by the Mayor, Chairman of the Board or other responsible official of the agency.

1. COUNTY or CITY NAME <p style="text-align: center;">City of Spokane Valley</p>	COUNTY or CITY NO. <i>(refer to Local Agency Guidelines)</i> <p style="text-align: center;">1223</p>
2. LOCAL AGENCY CONTACT PERSON AND EMAIL ADDRESS <p style="text-align: center;">Steve Worley, P.E. Senior Engineer or Inga Note, P.E. Senior Traffic Engineer</p>	TELEPHONE NO. <p style="text-align: center;">(509) 921-1000</p>
3. LOCAL NAME OF ROUTE <p style="text-align: center;">Indiana Avenue</p>	ROUTE NO. <i>(if State Route use SR No.)</i> <p style="text-align: center;">4068 Extension</p>
4. TERMINI OF ROUTE <i>(Description and milepost (if available))</i> FROM 3,600-Ft East of Sullivan Road TO Flora Rd LENGTH: Miles 0.45	
5. TYPE OF AREA <i>(Federal Aid Highway Urban Area):</i> <input checked="" type="checkbox"/> URBAN <input type="checkbox"/> RURAL	
6. EXISTING FUNCTIONAL CLASSIFICATION <p style="text-align: center;">Proposed Urban Minor Arterial (36)</p>	PROPOSED FEDERAL FUNCTIONAL CLASSIFICATION <p style="text-align: center;">Urban Minor Arterial (16)</p>
<i>(Urban Freeway/Expressway, Principal Arterial, Minor Arterial, Collector, Rural Major Collector, Rural Minor Collector, Local Access)</i>	
7. SPACING <i>(Distance to parallel Federal functionally classified route)</i> Miles: 0.5	
8. DOES REQUESTED FC CHANGE EXTEND INTO ANOTHER JURISDICTION? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO <i>(If yes – concurrence from the other affected agency is required.)</i>	
9. EXISTING ROAD CHARACTERISTICS Roadway Width (incl. shoulders): 70 ft. Surfacing Type <i>(mark appropriate space)</i> <input type="checkbox"/> Gravel <input checked="" type="checkbox"/> ACP <input type="checkbox"/> BST <input type="checkbox"/> Earth <input type="checkbox"/> Other:	
10. TRAFFIC GENERATORS <i>(Generators that route serves – est. VPD)</i> INDUSTRIAL: Employees _____ VPD _____ AIRPORTS: Annual Flights _____ VPD _____ MILITARY INSTALLATIONS: Type _____ VPD _____ SHOPPING CENTER: No. Stores Spokane Valley Mall VPD _____ OTHER: Type Office Bldgs., Hotel VPD 375 PM Peak	SHIPPING POINTS: Annual Tons _____ RECREATIONAL: Annual Visitors _____ <i>(parks, ski resorts, lakes, beaches, etc.)</i> AGRICULTURE AREAS: _____ COLLEGE OR UNIVERSITY: Enrollment _____ GOV. INSTITUTION: VPD _____

11. Are there zoning ordinances which can restrict growth or encourage growth of any of the above generators? Please indicate below.

Yes. The City of Spokane Valley's Comprehensive Plan shows the area between I-90 and the Spokane River to be Mixed Use. This area is rapidly growing since the initial development of Indiana east of Sullivan Road. A hotel, a restaurant, and several office buildings have been constructed in the past few years. A 250,000 s.f. office building was completed in 2009. Additional new development is anticipated now that the Indiana Ave Extension project is completed. (See attached photos)

12. TRAFFIC (at significant volume change locations)

Location e/o Sullivan Rd. Existing Traffic 5,700 VPD

Future Traffic (20 years) _____ VPD

Location e/o WB I-90 Off Ramp Existing Traffic 2,400 VPD

Future Traffic (20 years) 11,400 VPD

13. Written description of route (general characteristics including alignment, speed limit and how it relates to the surrounding area in terms of importance.)

Indiana Avenue extends 0.7 miles east of Sullivan Road as a five lane street with curb and sidewalks to serve on-going development of a mixed use office park development.

In 2011, the City completed a 0.45 mile extension of Indiana to the intersection of Flora Rd. & Mission Ave. The new extension provides curb and sidewalks with two travel lanes that separate into one-way segments through large sweeping curves to form a large median island for stormwater facilities and future development. The separate travel lanes rejoin to form a single roadway prior to a roundabout at the Flora Rd/Mission Ave Intersection. The current speed limit is 25 MPH. However, the City Council will be reviewing the speed limit issues again and may change it to 35 MPH.

The Indiana Avenue extension links adjacent commercial developments to large residential in-fill developments in the Greenacres sub-area and the City of Liberty Lake via Mission Ave.

The area adjacent to Indiana is developing into a mixed use of commercial and residential development. The north Greenacres neighborhood is a rapidly growing section of the City that is transitioning to an urban density residential area. In addition to development within the City limits, the River District development is also under construction just east of the city limits in Liberty Lake. This is a substantial development with up to 3,000 homes projected at final buildout.

14. A brief description why the proposed change is requested and justification for the change.

The completed Indiana Avenue extension fills in an important gap to complete a major east-west corridor north of I-90 from Argonne Road (via Montgomery Ave. and Indiana Ave) to the Spokane Valley Mall and beyond to Barker Road (via Mission Ave.).

The connection augments the principal arterial network to better serve the Spokane Valley Mall regional commercial area while relieving traffic congestion on Broadway Avenue, Sullivan Road, and I-90. Residents no longer have to cross to the south side of I-90 at Barker Road or Flora Road and then cross back over I-90 at Sullivan Road to access businesses in and around the mall area. Local access traffic is also diverted from I-90. The closest arterial north of I-90 is Euclid Avenue, a collector that is located over one mile north and winds through a heavy industrial area.

Daily traffic volumes on Indiana are expected to dramatically increase from 2,400 vehicles per day (vpd) to a 20-yr projection of 11,400 vpd with the opening of this new connection as this area continues to experience growth.

The roadway is included in the City's Comprehensive Plan as a proposed Minor Arterial to accommodate the future growth of this area.

15. Additional remarks to more fully explain the situation.

The large “River District” development that is under construction in the adjacent City of Liberty Lake includes the use of Mission Avenue as an arterial connecting their proposed development to the regional commercial area anchored by the Spokane Valley Mall.

16. Attach a vicinity map showing the **proposed changes**, and **existing Federal Functional Classifications**.

Vicinity Map – Classification of Indiana Avenue Extension from Proposed Urban Minor Arterial to an Urban Minor Arterial



Figure 1: Aerial photo of existing Indiana Avenue with recently completed extension to Mission Rd. & Flora Rd.

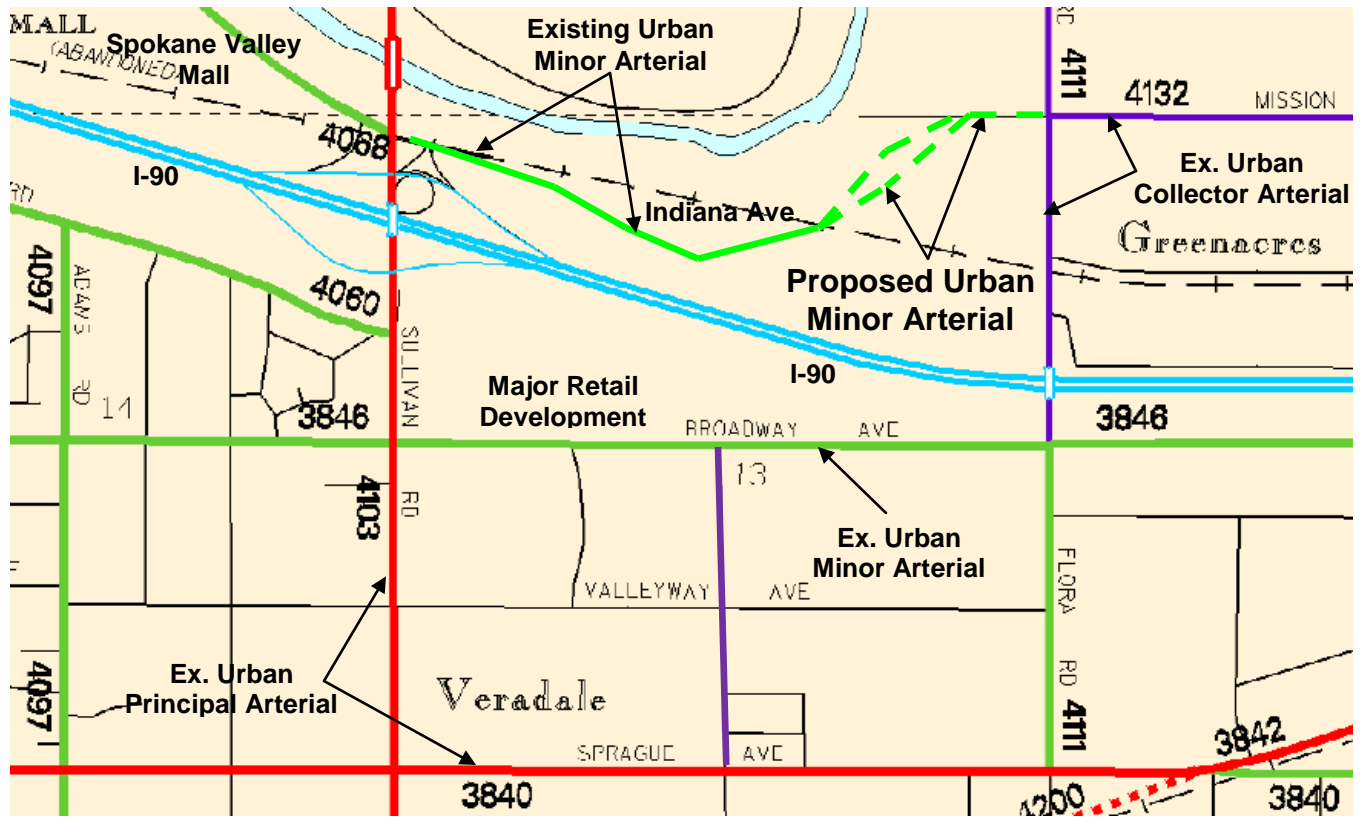
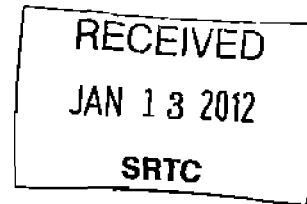


Figure 2: WSDOT Federal Functional Classification Map showing Indiana Ave as new Urban Minor Arterial



Town of Rockford
P.O. Box 49
Rockford, WA 99030
(509) 291-4716 • Fax (509) 291-5733



Kevin Wallace, Executive Director
Spokane Regional Transportation Council
221 West First Avenue, Suite 310
Spokane, WA 99201-3613

Dear Kevin:

The Town of Rockford is requesting a federal functional classification for Missile Base/Weaver Road located in the city limits. The current classification is "Local Access" and the request is for the classification to "Rural Major Collector".

The road serves as a bypass route for oversize loads as well as for the movement of agricultural equipment. The railroad overpass located south at the junction of SR 27 and SR 278 (Emma Street) restricts over height and wide loads.

Thank you for consideration of this request as it is an important tool for commerce and tourism in southeast Spokane County.

Micki Harnois

Micki Harnois
Mayor of Rockford

This form has been developed for use in all future requests for Federal Functional classification changes. One form should be completed and submitted for each requested classification change. Functional classification changes require coordination with the MPO, if applicable.

Upon completion of the requested forms they should be submitted to the WSDOT Region Local Programs Engineer with a transmittal letter signed by the Mayor, Chairman of the Board or other responsible official of the agency.

1. COUNTY or CITY NAME Rockford	COUNTY or CITY NO. <i>(refer to Local Agency Guidelines)</i> Spokane
2. LOCAL AGENCY CONTACT PERSON Micki Harnois	TELEPHONE NO. 509-291-4716
3. LOCAL NAME OF ROUTE Missile Base /Weaver Road	ROUTE NO. <i>(if State Route use SR No.)</i>
4. TERMINI OF ROUTE <i>(Description and milepost (if available))</i> FROM SR 27 TO SR 278 (Emma Street) LENGTH: .40 Miles	
5. TYPE OF AREA <i>(Federal Aid Highway Urban Area):</i> <input type="checkbox"/> URBAN <input checked="" type="checkbox"/> RURAL	
6. EXISTING FUNCTIONAL CLASSIFICATION Local Access	PROPOSED FEDERAL FUNCTIONAL CLASSIFICATION Rural Major Collector
<i>(Urban Freeway/Expressway, Principal Arterial, Minor Arterial, Collector, Rural Major Collector, Rural Minor Collector, Local Access)</i>	
7. SPACING <i>(Distance to parallel Federal functionally classified route)</i> Miles: .40 Miles	
8. DOES ROUTE EXTEND INTO ANOTHER JURISDICTION <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO <i>(If yes – concurrence from the other affected agency is required – unless the functional classification can logically be changed between agencies.)</i>	
9. EXISTING ROAD CHARACTERISTICS Roadway Width (incl. shoulders): 28 ft. Surfacing Type <i>(mark appropriate space)</i> <input checked="" type="checkbox"/> Gravel <input checked="" type="checkbox"/> ACP <input type="checkbox"/> BST <input type="checkbox"/> Earth <input type="checkbox"/> Other.	
10. TRAFFIC GENERATORS <i>(Generators that route serves – est. VPD)</i> INDUSTRIAL: Employees <u>10</u> VPD <u>10</u> AIRPORTS: Annual Flights <u>0</u> VPD <u>0</u> MILITARY INSTALLATIONS: Type <u>0</u> VPD <u>0</u> SHOPPING CENTER: No. Stores <u>12</u> VPD <u>5</u> OTHER: Type <u>Idaho destination</u> VPD <u>30</u>	SHIPPING POINTS: Annual Tons <u>2,000</u> RECREATIONAL: Annual Visitors <u>2,000</u> <i>(parks, ski resorts, lakes, beaches, etc.)</i> AGRICULTURE AREAS: <u>30</u> COLLEGE OR UNIVERSITY: Enrollment <u>0</u> GOV. INSTITUTION: VPD <u>0</u>

11. Are there zoning ordinances which can restrict growth or encourage growth of any of the above generators? Please indicate below.
No

12. TRAFFIC (at significant volume change locations)

Location Missile Base Road Existing Traffic 75 VPD

Future Traffic (20 years) 150 VPD

Location Weaver Street Existing Traffic 75 VPD

Future Traffic (20 years) 150 VPD

13. Written description of route (general characteristics including alignment, speed limit and how it relates to the surrounding area in terms of importance.)

The road was originally built by Washington State Department of Transportation in the mid-1960s as a paved bypass route to transport decommissioned missiles from Fairchild Air Force Base to a silo east of the Washington/Idaho state line. These loads were too wide, long and tall to be able to go under the railroad overpass at the junction of SR 27 and SR 278. The speed limit is 25 mph and is almost "L" shaped in appearance. It is used extensively by farmers moving equipment from field to field and oversized trucks hauling goods from Idaho and other states. Out-of-state highway departments advise haulers to use this road because of the limitations with the railroad overpass. It is also used as a detour route during emergencies and area road construction projects.

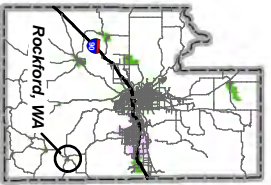
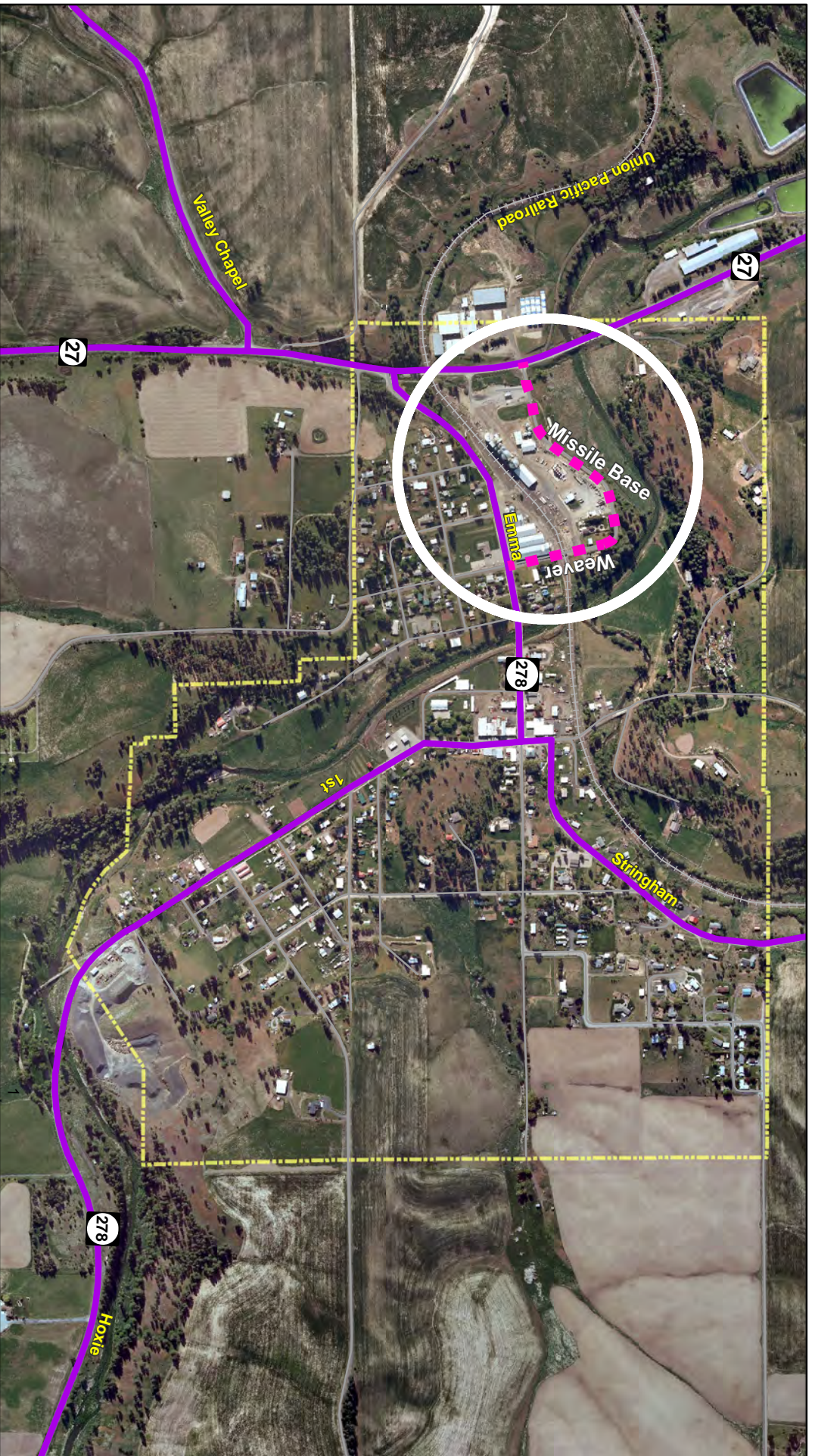
14. A brief description why the proposed change is requested and justification for the change.

Farm machinery is driven on this road as well as oversized and over height loads into and out of state. The road is in need of repair/reconstruction as the existing asphalt is deteriorating and is becoming a hazard to motorists. Currently there is no funding for rural small city streets that need such major work.

15. Additional remarks to more fully explain the situation.

Transportation Improvement Board (TIB) funds are available to apply for to repair the road but it can't be used for reconstruction.

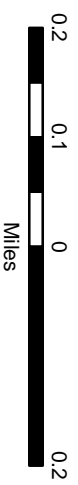
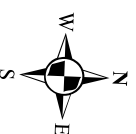
16. Attach a vicinity map showing the proposed changes, and existing Federal Functional Classifications.



Rockford, WA Federal Functional Classification Change Request

Located in the Southeast Quadrant of Spokane County

- - - - - FFC Change Request Location
- Rural Major Arterial





Spokane Regional Transportation Council

221 W. First Ave., Suite 310 • Spokane, WA 99201-3613 • (509) 343-6370 • FAX (509) 343-6400

MEMORANDUM

DATE: February 2, 2012

TO: Members of the SRTC Policy Board

FROM: Kevin Shipman, GIS Analyst

SUBJECT: Land Use Data Updates for Travel Demand Modeling

Summary

Land use data is a major data component of the SRTC regional travel demand model. For the purposes of the model, land use data consists of housing units, employees by category (e.g., retail employees), hotel rooms, and students. Maintaining quality and accurate land use data is a key element of having a sound model.

SRTC is currently updating the current travel demand model. Once completed, the new base year will be 2010, and the new forecast year will be 2040. Major data elements and assumptions being used to update the land use data include the following:

- 2010 U.S. Census Bureau data.
- Washington State's Office of Financial Management (OFM) 2040 population forecast. Specifically, staff will review the OFM medium range forecast for 2040 when a draft version of it is released this month and the final forecast is released in late March. RCW 43.62.035 states in part: *The middle range shall represent the office's estimate of the most likely population projection for the county.* OFM's last medium forecast differed from the 2010 Census population for Spokane County by less than 1%. Staff will review the forecast including its documentation, data sources and methodology. Staff will also compare the medium range forecast with other forecast sources as has been done in the past.
- Information from the May 2011 Land Quantity Analysis (LQA) compiled by Spokane County in cooperation with local jurisdictions. The LQA uses a regionally adopted, standardized methodology to assess the capacity for future growth on a parcel by parcel basis. This data source will provide a basis for distributing the forecasted new housing units from a 2040 control total to specific locations throughout the region.
- In cooperation with planners from the local jurisdictions, SRTC will develop a regional employment forecast. SRTC will then coordinate with planners from the local jurisdictions to distribute the employment throughout the region based on

existing zoning regulations, comprehensive plans, local development trends, land use patterns, available lands, and urban growth areas.

Public Involvement

None.

Policy Implications

The land use update is a fundamental technical aspect of updating the model. Producing sound land use data and using reliable forecasts is essential to building a good foundation for the model update. This model will be used in future Transportation Improvement Program (TIP), Metropolitan Transportation Plan (MTP), and other regional planning work.

Technical Implications

This land use update is a key component of updating the model. This technical work is currently being planned by SRTC staff and is expected to rely on collaboration and recommendations from the Transportation Technical Committee (TTC), SRTC's Model User's Group, and representatives from local planning departments.

Prior Committee Actions

No committees have been presented this information to date. The TTC has been apprised of the land use forecasting process for previous model updates. SRTC staff plan on addressing this item through the TTC in several upcoming meetings. The land use update will also include significant collaboration with local planning staffs and the Model User's Group.

Requested Action

This item is presented for information and discussion. It is anticipated that the SRTC Board will be asked to approve 2040 land use forecast in Spring 2012.



Spokane Regional Transportation Council

221 W. First Ave., Suite 310 • Spokane, WA 99201-3613 • (509) 343-6370 • FAX (509) 343-6400

MEMORANDUM

DATE: February 2, 2012
TO: Members of the SRTC Policy Board
FROM: Ryan Stewart, Senior Transportation Planner
SUBJECT: Inland Pacific Hub Phase 2 Update

Summary

The Inland Pacific Hub (IPH) is an effort to transform the Inland Northwest into a hub for commerce, vital to the global economy. The IPH is a 19 county partnership between SRTC, the Kootenai Metropolitan Planning Organization (KMPO), the Idaho Transportation Department (ITD), the Washington State Department of Transportation (WSDOT) and numerous public agency and private industry representatives. The IPH Advisory Board initiated the Phase 2 effort, referred to as the *Development of a Transportation Investment and Project Priority Blueprint*, early last year. SRTC is the lead agency for Phase 2.

The intent of Phase 2 is to take the results of Phase 1 (identification of freight-related assets and opportunities) and develop strategies to capitalize on the strengths and overcome the deficiencies of the region. The overall objective of the initiative is to identify and recommend transportation investments that can be implemented to strengthen the competitive position of the IPH region in both domestic and global trade. These investment recommendations include infrastructure improvements as well as policy and regulatory strategies.

A long list of potential investments and strategies was developed based on the results of Phase 1. The list underwent a vetting process with IPH Board members and stakeholders and was narrowed down using qualitative criteria based on the IPH vision. The short list of example projects was then evaluated using an economic impact assessment and benefit-cost analysis. The results of the analysis and recommendations for several scenarios are summarized in a series of technical memos, working papers and ultimately a final report. The scenarios include bundling or packaging projects and then sequencing them over the short, mid and long term.

The ultimate end result of the Phase 2 final report will be a Blueprint for corridor level investments and regional strategies that will lead to the development of an integrated system of improvements. The investments and strategies will all meet the objectives of

raising the competitive profile of the region, aiding in economic development and stimulating job growth.

The draft final report is currently under review by staff. It is anticipated that the final report will be reviewed by the IPH Executive Committee in February with a recommendation for acceptance by the IPH Board in March. The executive summary and final report will be presented to the SRTC Board in March and a recommendation for acceptance is proposed for the April SRTC Board meeting.

The project remains on schedule and within budget.

Public Involvement

The IPH effort has been presented to the public at the Central City Mobility Open House and to several organizations including the Washington State Transportation Commission, the Northeast Development Association Board, Greater Spokane Incorporated, the Valley Chamber of Commerce's Transportation Committee and the Hillyard Community Futures. Six workshops have been held over the last two years. Public comment has been solicited at all of these events and meetings.

Outreach efforts for the IPH are ongoing including coordination with ITD on the development of the State of Idaho's Freight Plan and participation in the Washington State Department of Transportation's Freight Mobility Plan. Staff is working closely with the consultant team to conduct outreach to stakeholders in the outlying areas of the IPH region.

Policy Implications

The IPH Blueprint will serve as the framework for the freight section of the next SRTC Metropolitan Transportation Plan. It is anticipated that the IPH effort will help guide the development of transportation investment priorities for the region in the future.

Technical Implications

Completion of the final report will require close coordination among SRTC and the partner agencies.

Prior Committee Actions

The Transportation Technical Committee (TTC) and the Transportation Advisory Committee (TAC) have been briefed several times on the status of the project.

Requested Action

For information and discussion. It is anticipated that the final report for Phase 2 will be brought to the Board for acceptance this April.

Agenda Item 8: Executive Director's Report

- Air Quality Conformity Determination Spokane Regional Transportation Council (SRTC) 2011 MTP Update and 2012-2015 Transportation Improvement Program (TIP)
Letter dated January 16, 2012
- Spokane Regional Transportation Council (SRTC) Certification Review Final Report
Letter dated January 16, 2012
- Transportation Planning Certification Review
Spokane Regional Transportation Council
Final Report January 16, 2012



U. S. DEPARTMENT OF TRANSPORTATION

**FEDERAL HIGHWAY ADMINISTRATION
WASHINGTON DIVISION
SUITE 501, EVERGREEN PLAZA
711 SOUTH CAPITOL WAY
OLYMPIA, WA 98501**

**FEDERAL TRANSIT ADMINISTRATION
915 SECOND AVENUE, SUITE 3142
SEATTLE, WA 98174**

RECEIVED

JAN 25 2012

SRTC

January 16, 2012

HPT-WA/730.32

Mr. Kevin Wallace
Transportation Manager
Spokane Regional Transportation Council
221 W. First Avenue, Suite 310
Spokane, Washington 99201-3613

**Air Quality Conformity Determination
Spokane Regional Transportation
Council (SRTC) 2011 MTP Update and
2012-2015 Transportation Improvement
Program (TIP)**

Dear Mr. Wallace:

The Spokane urbanized area, is currently designated as an attainment/maintenance area for particulate matter of less than 10 microns (PM-10) and carbon monoxide (CO). According to the Clean Air Act (CAA) of 1990, transportation plans, programs, and projects cannot create new National Ambient Air Quality Standards (NAAQS) violations, increase the frequency or severity of existing NAAQS violations, or delay attainment of the NAAQS. As such, the Metropolitan Planning Organization (MPO) and the U.S. Department of Transportation (FHWA/FTA) are required to make a transportation conformity determination for both the MPO Transportation Plan and TIP in non-attainment or maintenance areas that receive funding or require approval actions by FHWA/FTA. Transportation conformity ensures areas that Federal funding and approval are given to transportation activities that are consistent with air quality goals, and do not worsen air quality or interfere with the purpose of the State Implementation Plan (SIP).

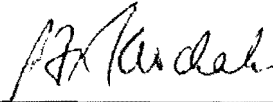
On January 12, 2012 SRTC approved and formally made a conformity determination on the 2011 MTP Update and 2012-2015 TIP. The MTP and the TIP present the current air quality status of the region, latest planning assumptions used, latest emissions model used, consultation process used for conducting conformity analysis and demonstration of a fiscally constrained MTP and TIP.

Based on our review of SRTC's conformity determination, as concurred in by Washington State

Department of Transportation (WSDOT), Washington State Department of Ecology (WSDOE), U.S. Environment Protection Agency, Federal Highway Administration, and Federal Transit Administration, we find that the subject 2011 MTP Update and 2012-2015 TIP conforms with the State Implementation Plan to reduce the severity and number of NAAQS violations, insuring expeditious attainment of standards.



Daniel M. Mathis, P.E.
Division Administrator
Federal Highway Administration



R.F. Krochalis
Regional Administrator
Federal Transit Administration

Enclosures

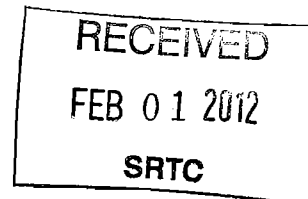
Cc: Cliff Hall, WSDOT; MS: 47370
Timothy Sexton, WSDOT
Claudia Vaupel, EPA
Mike Boyer, WSDOE



U. S. DEPARTMENT OF TRANSPORTATION

FEDERAL HIGHWAY ADMINISTRATION
WASHINGTON DIVISION
SUITE 501, EVERGREEN PLAZA
711 SOUTH CAPITOL WAY
OLYMPIA, WA 98501

FEDERAL TRANSIT ADMINISTRATION
915 SECOND AVENUE, SUITE 3142
SEATTLE, WA 98174



January 16, 2012

HPT-WA/730.4

Mr. Kevin Wallace
Executive Director
Spokane Regional Transportation Council
221 W. First Avenue, Suite 310
Spokane, Washington 99201-3613

**Spokane Regional Transportation
Council (SRTC) Certification Review
Final Report**

Dear Mr. Wallace:

The Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) are pleased to provide you with the final report on our Planning Certification Review of the Spokane Metropolitan Area. This review is required every four years for metropolitan areas that exceed a population of 200,000 and have been designated as a Transportation Management Area (TMA).

FHWA and FTA staff conducted a joint site review of the area's transportation planning process on September 27-29, 2011. At our close-out meeting, we noted significant action items that would indicate conditional certification for SRTC. In reviewing our findings and finalizing this report, we have confirmed those issues that require action to satisfy the intent of applicable program and regulatory requirements.

Subject to corrective actions, FHWA and FTA are jointly certifying the transportation planning process in the Spokane Metropolitan Area. A detailed description of the corrective actions are identified in this report. Among the priority actions to address include:

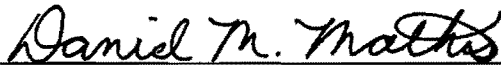
- Revisions to the Transportation Improvement Program process prior to approval of the next TIP,
- Major update of the Metropolitan Transportation Plan within two years, and
- Redevelopment of the Congestion Management Process prior to the next Certification Review.

We will work with you and your staff to establish a more detailed schedule and milestone dates to address these and other corrective actions identified.

Although this report includes specific corrective actions and recommendations for improvements, our impression of the area's transportation planning process is positive. We especially appreciate the time and assistance that your staff provided during the course of this review. Please convey our thanks for their excellent support.

Please contact Sidney Stecker of the FHWA Washington Division Office (360) 753-9555, and/or Ned Conroy of FTA Region 10 at (206) 220-4318 if you have any questions regarding this review or any follow up actions.

Sincerely,



Dan Mathis
FHWA Division Administrator
Federal Highway Administration



R. F. Krochalis
FTA Regional Administrator
Federal Transit Administration

Enclosures

cc:

SRTC: Nancy McLaughlin, Chair, SRTC Policy Board
FTA: Ned Conroy, Region 10
FHWA: Sid Stecker, WA Div
Jodi Petersen, WA Div
WSDOT: Planning – Brian Smith
Charlene Kay, Eastern Region
Cathy Silins, Public Transportation



Transportation Planning Certification Review

Spokane Regional Transportation Council

Final Report

January 16, 2011

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INTRODUCTION

The Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) are required to jointly review and evaluate the transportation planning processes for each Transportation Management Area (TMA) no less than every four years to determine if those processes meet the requirements of *23 CFR Part 450, Subpart C and 49 CFR Part 613 - Metropolitan Transportation Planning and Programming*. In addition, in TMAs that are nonattainment or maintenance areas for transportation related pollutants, the review must also evaluate the metropolitan planning organization's (MPO) processes to ensure that they are adequate to ensure conformity of plans and programs in accordance with procedures contained in *40 CFR Part 51- Air Quality: Transportation Plans, Programs, and Projects*.

The Certification Review process used by the FHWA and FTA includes 3-parts:

1. Desk review of key documents and materials that demonstrate compliance with Federal planning laws and guidance;
2. Site-visit and discussions between FHWA/FTA staff and TMA staff to clarify and understand how the MPO approaches their obligations under 23 U.S.C. and 49 U.S.C.;
3. Publication of the TMA Certification Review Report in which FHWA and FTA staff provide the TMA with their determination of how the planning process meets Federal laws, regulations and guidance.

EXECUTIVE SUMMARY

This report has two purposes. First, for the reasons described in the "Introduction" section above, the US Department of Transportation (USDOT) is required to review and evaluate the transportation planning processes in metropolitan areas with populations over 200,000 persons no less than once every four years. Upon completion of the review and evaluation, the results must support a joint certification by the Federal Transit Administration (FTA) and Federal Highway Administration (FHWA) that the transportation planning processes substantially meet federal planning regulations. The review covers actions by all agencies (State, MPO, transit operator, local governments) that are charged with cooperatively carrying out the processes on a daily basis. Failure to certify is significant as it can result in the withholding of federal transportation funds. A second, but equally important reason for the review is to enhance the quality of the planning process and ensure that Federal projects can advance without delay.

FHWA and FTA provided a preliminary list of review questions to the Spokane Regional Transportation Council, corresponding to the major topics shown in the table of contents of this report. The questions were drawn from federal regulatory requirements and set the stage for a later on-site review.

On September 27 through the 29, 2011 the federal review team conducted an on-site review which included discussions with MPO staff, Spokane Transit Authority, state and local

government staff and MPO policy board members. On Tuesday, September 27, a public meeting was held where comments on the planning process were sought.

The body of this report documents the major findings, corrective actions, and recommendations of the review. “Corrective actions” describe activities needed to address conditions, which if left uncorrected, would result in failure to meet federal planning regulations and maintain USDOT certification. “Recommendations” are actions that should be addressed to enhance existing processes and more fully comply with federal planning requirements.

The Federal review team recognizes that SRTC is completing a significant transition from a traditional “strong manager” model to one of enlightened leadership by the Policy Board. The MPO is commended for its organization, having decisive leadership, and developing effective partnerships. The organizational structure establishes a framework for conducting a continuing, comprehensive, and cooperative planning process.

The Policy Board is commended for acting strategically and for their efforts to initiate change for the MPO, by establishing the Management Review Committee and Technical Advisory Committees to aid in the direction of the MPO.

SRTC and KMPO are commended for maintaining a working relationship for planning for the two adjacent counties. This relationship provides a functional partnership for cooperative transportation decision making within the Spokane WA/ID urbanized area.

The result of this review is that the FTA and FHWA jointly certify the planning process in the Spokane TMA, subject to the corrective actions and recommendations summarized below.

Topic Area	Corrective Actions	Comments & Recommendations
Organizational Structure of Study Area	<ul style="list-style-type: none"> • None 	<ul style="list-style-type: none"> • The MPO is commended for being well organized, having strong leadership, and developing effective partnerships. The organizational structure establishes a framework for conducting a continuing, comprehensive, and cooperative planning process. • The Policy Board is commended for looking forward strategically and making great strides to change direction and initiate change for the MPO, particularly in establishing the Management Review Committee and Technical Advisory Committees to aid in the direction of the MPO. • The MPO staff are advised to consider developing Board Member Training to support the responsibilities of the Board for

Topic Area	Corrective Actions	Comments & Recommendations
		<p>decision making that supports the MPO's role and responsibilities for regional transportation planning.</p> <ul style="list-style-type: none"> • SRTC and KMPO are commended for establishing a working relationship for planning for the two adjacent counties. This relationship provides a functional partnership for cooperative transportation decision making within the Spokane WA/ID urbanized area.
Metropolitan Planning Area Boundaries	<ul style="list-style-type: none"> • None 	<ul style="list-style-type: none"> • It is anticipated that urbanized areas of Spokane and Coeur-d' Alene will share boundaries as a result of the 2010 census. Coordination of transportation planning for new urbanized areas will be a significant addition to the responsibilities already shared by the two MPOs.
Agreements and Contracts	<ul style="list-style-type: none"> • An updated MOU between SRTC and WSDOT addressing the MPO's relationship to WSDOT including funding and project prioritization consistent with 23 CFR 450.314 is required. The adopted MOU is required within 1 year of this certification review report to maintain certification status. • Development and documentation of formal process for tribal coordination is required to be completed prior to the next Certification Review. • Development and documentation of formal process for Federal Land Management Agency coordination is required to be completed prior to the next Certification Review 	<ul style="list-style-type: none"> • Consider revising the language in the Inter-local Agreement addressing the responsibility of the MPO to administer regional transportation funding programs and consider those projects which have been approved by the governing bodies of the Members to insure consistency with 23 CFR 450. • Some of the existing MOUs were signed more than 10 years ago. It would be advisable for SRTC to determine a regular schedule for review of each of their MOUs / Agreements and document the process and conclusions of these reviews.
Unified Planning Work Program	<ul style="list-style-type: none"> • As part of the 2013 UPWP update, identify and document the core planning functions and accomplishments of the MPO as required by 23 CFR 450.308. 	<ul style="list-style-type: none"> • SRTC is advised to review and amend if necessary its current UPWP to ensure that it adequately addresses any corrective actions and/ or recommendations in this federal planning certification report.
Transportation Planning Process	<ul style="list-style-type: none"> • None 	<ul style="list-style-type: none"> • SRTC is advised to more clearly

Topic Area	Corrective Actions	Comments & Recommendations
		<p>document how federal planning factors are considered as part of the transportation planning program. Although the review team found that many of the planning factors were considered, better documentation in the MTP would be useful to the public and other stakeholders.</p> <ul style="list-style-type: none"> • SRTC is commended for its effort in coordination of the Transportation planning responsibilities between SRTC, STA and KMPO that have significantly clarified and improved since the previous certification. • SRTC is commended for its role in the development and completion of a number of transportation planning related projects that represent extensive involvement to identify and address region transportation needs.
Metropolitan Transportation Plan Development	<ul style="list-style-type: none"> • The current MTP does not meet Federal requirements (23 CFR 450.322) including, fiscal constraint, is not multi-modal, does not adequately address the disposition of public comments, land management agency consultation, tribal consultation, latest planning assumptions, planning factors, and lack sufficient supporting analysis. Recognizing that development and adoption of an interim update is necessary and anticipated by January 16, 2012, SRTC has agreed, in cooperation with FHWA, FTA, and WSDOT to follow with a full MTP update addressing all findings within two years. • As a part of the next update, the financial plan of the MTP must describe the cooperative process used to estimate costs and revenues for the various components (e.g. capital improvements, operations and 	<ul style="list-style-type: none"> • It is recommended that SRTC take advantage of the forthcoming availability of zone-to-zone residence/work travel census information to obtain more specific journey to work information both within Spokane County and for County-to-County travel (between Spokane County and the surrounding counties), including origins and destinations of travel between Spokane County and Kootenai County, Idaho. • Amendments to the MTP should provide a more comprehensive set of regional public transportation policies and should more clearly identify plan elements that address long-term transit needs. Completion of STA's long-range transit plan should provide a framework for this MPO planning effort. • Public comments suggest a need for SRTC to place more emphasis on staff level local agency review of the MTP. Early in the MTP process, SRTC should clearly identify

Topic Area	Corrective Actions	Comments & Recommendations
	<p data-bbox="485 291 899 621">maintenance). The financial plan must also identify how planned expenditures would be supported by future federal, state, and local revenue projections, including funding shortfalls (if any). A table summarizing estimated revenues and future costs is advised to clearly demonstrate fiscal constraint.</p> <ul data-bbox="451 632 899 1226" style="list-style-type: none"> • Fiscal constraint analysis must provide clearer documentation of methods and assumptions used to determine the full capital as well as maintenance and operational costs for all travel modes over the twenty year MTP horizon. In addition, adequate documentation is needed of the methods and assumptions used to determine projected revenue sources and identify strategies for ensuring availability of proposed new revenues (23 CFR 450.322 (f)(10)(ii). These enhancements to the financial plan element must be addressed as part of the upcoming MTP update. 	<p data-bbox="964 291 1403 621">opportunities for how local agency representatives (TTC and other staff) can provide meaningful input and/or become actively engaged in the development of the MTP. Complete information should be shared and adequate time provided to local agency staff to fully review, understand, and contribute to the MTP.</p> <ul data-bbox="930 632 1419 1864" style="list-style-type: none"> • The MTP should include documentation of the transportation planning analysis conducted that supports the policy and investment decisions incorporated in the plan. This analysis may be derived from a variety of planning processes, conducted by SRTC or other member agencies. • The MTP should incorporate the analysis, strategies, programs and investment decisions that address the full-range of alternative travel modes (public transit, bicycle, walking, etc) that make up the transportation system in the region. Travel demand management strategies should also be more fully addressed as part of the MTP long-range strategy. • Ongoing improvements to the CMP should identify more clearly how SRTC will assess the efficiency and effectiveness of transportation investments made to manage congestion. Current performance measures (travel time and person hours of travel) may be adequate to identify when and where congestion exists but could limit the evaluation of a full range of options for managing congestion. Specifically, measuring the relative attractiveness and /or availability of public transportation (ridership, headways, and access) could lead to dramatically different implementation actions. SRTC should work with STA to consider

Topic Area	Corrective Actions	Comments & Recommendations
		additional performance measures that would capture benefits of investments beyond personal travel time.
Air Quality	<ul style="list-style-type: none"> • None 	<ul style="list-style-type: none"> • SRTC is advised to review and update of the Air Quality Interagency Consultation MOU to address current relationships and reflect SAFETEA-LU emphasis on streamlining environmental processed.
TIP and Project Selection	<ul style="list-style-type: none"> • A thorough reassessment of the TIP development and approval process is necessary to establish regulatory compliance. Development of a process review culminating in a policies and procedures document for the TIP is required prior to the submission and approval of the 2013 MPO TIP. 	<ul style="list-style-type: none"> • It is strongly recommended that CMAQ project solicitation and selection process be reviewed and amended to document adequate review for eligibility.
Public Outreach	<ul style="list-style-type: none"> • None 	<ul style="list-style-type: none"> • SRTC needs to ensure that alternate means of communication is made available to persons who do not have access to the internet. This is particularly important for low-income populations. • SRTC needs to be more inclusive of Tribal Governments in its planning process. One avenue may be to enlist the assistance of the NW Tribal Technical Assistance Program staff in reaching out to Tribal Governments within SRTC's boundaries. • The Public Involvement Policy must include information on how individuals can access meeting minutes and other public documents regarding SRTC's planning process (from SRTC's website and external sources), and a description of how the disposition of public comments will be handled Public. • The Title VI Plan & Update Report section of the Document Review and Advertising Schedule needs to be corrected to show WSDOT's responsibility for review and approval

Topic Area	Corrective Actions	Comments & Recommendations
Self-Certifications	<ul style="list-style-type: none"> • SRTC needs to designate an ADA Coordinator, develop a grievance policy (for internal and external dissemination), and review its policies and procedures to determine compliance with Section 504 and ADA requirements. 	<p>of these documents.</p> <ul style="list-style-type: none"> • SRTC is encouraged to work with WSDOT, FHWA and FTA to review and document its anti-lobbying policy to specifically address how and under what circumstances federal funds may be used for interaction with local, state, and federal administration and elected officials responsible for the allocation of transportation funds. • With regards to compliance with Section 504 of the Rehabilitation Act and the Americans with Disabilities Act, SRTC is commended for its attempt to secure FTA Section 5307 funds for several ADA accessibility projects (that were submitted by local jurisdictions).
TITLE VI and Related Requirements	<ul style="list-style-type: none"> • As a recipient of Federal financial assistance, SRTC is responsible for its compliance with Title VI. SRTC may not be reliant on staff of the City of Spokane for Title VI guidance, direction, reports and reviews. If Title VI direction is needed or questions arise, SRTC should contact WSDOT Office of Equal Opportunity or the FHWA/FTA civil rights specialists. This was a finding from our 2007 review. Since SRTC has made no attempt to correct the problem, we are citing it as a Corrective Action in our 2011 review. 	<ul style="list-style-type: none"> • SRTC is commended for its efforts to submit its 2011 Title VI Annual Update to WSDOT in a timely manner. • Title VI and Environmental Justice must be appropriately addressed throughout its planning process. This is inclusive of TIP, UPWP, MTP development. SRTC should consider having its member jurisdictions signing a “Self Certification” form, which provides assurance to SRTC that these entities are also complying with the various Federal laws cited therein. The Puget Sound Regional Council can provide an example of their process.

Topic Area	Corrective Actions	Comments & Recommendations
Congestion Management System	<ul style="list-style-type: none"> The CMP requires extensive redevelopment in order to demonstrate adequate definition of the network, definition of performance measures and congestion, identification of strategies that are targeted to the congestion network, and procedures for assessment. Prior to the next certification review SRTC must develop and initiate an implementation plan to address these issues. SRTC is encouraged to work closely with WSDOT, FHWA and FTA. 	<ul style="list-style-type: none"> During this review, SRTC has demonstrated an understanding of the federal requirements and a willingness to work with WSDOT, STA, FHWA and FTA to address these compliance issues. There is a need to more clearly document the role the CMP plays in programming projects in the TIP and supporting the analysis of the investment decisions in the long-range plan (MTP). Improvements to the CMP should identify more clearly how SRTC will assess the efficiency and effectiveness of transportation investments made to manage congestion. Current performance measures (travel time and person hours of travel) may be adequate to identify when and where congestion exists but could limit the evaluation of a full range of options for managing congestion. Specifically, measuring the relative attractiveness and /or availability of public transportation (ridership, headways, and access) could lead to dramatically different implementation actions. SRTC should work with STA to consider additional performance measures that would capture benefits of investments beyond personal travel time.
Annual List of Obligated Projects	<ul style="list-style-type: none"> The SRTC is required to develop, in coordination with STA, WSDOT and local agencies, the 2011 Annual List of Obligated Projects (no later than March 31, 2012) that is fully compliant with 23 CFR 450.332 	<ul style="list-style-type: none"> It is strongly recommended that SRTC work with FHWA and FTA to use FMIS and TEAM to access more timely and accurate obligated project information.

The full text of all major findings, corrective actions, comments and recommendations can be found in the relevant sections of this report.

ORGANIZATIONAL STRUCTURE OF STUDY AREA

Regulatory Basis

Federal legislation (23 U.S.C. 134(d)) requires the designation of an MPO for each urbanized area with a population of more than 50,000 individuals. When an MPO representing all or part of a TMA is initially designated or re-designated according to 23 CFR 450.310(d), the policy board of the MPO shall consist of (a) local elected officials, (b) officials of public agencies that administer or operate major modes of transportation within the metropolitan area, and (c) appropriate State transportation officials. The voting membership of an MPO that was designated or re-designated prior, will remain valid until a new MPO is re-designated. Re-designation is required whenever the existing MPO seeks to substantially change the proportion of voting members representing individual jurisdictions or the State or the decision-making authority or procedures established under MPO bylaws.

The addition of jurisdictional or political bodies into the MPO or of members to the policy board generally does not require a re-designation of the MPO.

Findings:

- The Spokane Regional Transportation Council (SRTC) remains designated by the Governor of Washington as the MPO for the Spokane ID/WA urbanized area.
- The Policy Board has created a Management Review Committee, made up of selected Board members to meet regularly with the Executive Director to discuss issues and direction for the MPO.
- The Policy Board has initiated a Technical Advisory Committee of appointed community representatives separate from the Transportation Technical Committee to provide additional public perspective on transportation issues addressed by the MPO.
- The Spokane Transit Authority has been designated by the Governor of Washington as a recipient of FTA Section 5307 formula funds as well as FTA 5316 (Job Access and Reverse Commute) and 5317 (New Freedom) funding programs in the Spokane urbanized area.
- STA and their contractors are the only publicly owned transportation providers in the Spokane region. Major inter-city public transportation providers include Greyhound Lines Inc. Northwestern Trail Ways and Wheatland Express.
- The SRTC in agreement with the Idaho Transportation Department (ITD and the Kootenai Metropolitan Planning Organization (KMPO) have agreed that since the Stateline Area is contained within the newly designated KMPO Boundary, the overall MPO responsibilities rest with KMPO. Therefore, SRTC no longer provides planning services to KMPO through a contract. Agencies that have jurisdiction over air quality in the Spokane region include: FHWA, FTA, EPA, Washington State Department of Ecology, Spokane Clean Air Agency, and SRTC.

Corrective Actions:

- None.

Comments/Recommendations:

- The MPO is commended for their organization, having strong leadership, and developing effective partnerships. The organizational structure establishes a framework for conducting a continuing, comprehensive, and cooperative planning process.
- The Policy Board is commended for acting strategically and for their efforts to initiate change for the MPO, by establishing the Management Review Committee and Technical Advisory Committees to aid in the direction of the MPO.
- The MPO staff should consider developing Board Member Training to support the responsibilities of the Board for decision making that supports the MPOs role and responsibilities for regional transportation planning.
- SRTC and KMPO are commended for maintaining a working relationship for planning for the two adjacent counties. This relationship provides a functional partnership for cooperative transportation decision making within the Spokane WA/ID urbanized area.

METROPOLITAN PLANNING AREA BOUNDARIES

Regulatory Basis

The Metropolitan Planning Area Boundary (MPA) establishes the geographic limits for all of the topics addressed in this guide. While drawing a line on a map to define the planning boundary seems like a simple process, there is often confusion over which line on the map is which.

Since the volume of regulatory material is quite extensive, it is not quoted in this section, but each definition is followed by a regulatory reference.

Census–Urbanized Area (UZA)

The term **urbanized area** has been ascribed two slightly different definitions by two Federal agencies, the Census Bureau and DOT. An urbanized area is a statistical geographic entity defined by the Census Bureau and consisting of a central core and adjacent, densely settled territory. Together, they contain at least 50,000 people, generally with an overall population density of at least 1,000 people per square mile. Within the transportation planning community, Census Bureau-defined urbanized areas are typically referred to as UZAs.

FHWA–Urban Area Boundary (UAB)

The FHWA uses the Census Bureau UZA definition as a starting point but then allows smoothing and adjusting of the UZA, resulting in a slightly larger area better suited to transportation needs. The adjusted boundary is fixed by responsible State and local officials in cooperation with each other, subject to approval by the Secretary. These adjustments do not change Census Bureau designations or population figures. Within the transportation planning

Findings:

- The Metropolitan planning area boundary is countywide to ensure a consistent transportation planning program. The urbanized area boundary is wholly contained

within the MPO planning area. In Spokane, the non-attainment/maintenance area is consistent with 1980 urban area boundary.

- The MPO has a current planning boundary based on 2000 census which recognizes the full urbanized area identified by the 2000 census plus those areas likely to become urbanized in the next 20 years. Based on the Census, revised boundaries were expanded to the east towards the state line.
- SRTC and DOE have a current State Implementation Plan (SIP) which identifies both CO and PM-10 air quality boundaries for Spokane County.
- Spokane Transit Authority operates transit service outside the UZA, providing service to Cheney, Medical Lake, Airway Heights, and Fairchild Air Force Base.
- There are Tribal lands or Forest Service lands within the MPO planning boundary. The Kalispel Tribe does operate a Casino in Airway Heights. The various Tribes have been included in MPO planning activities and have been asked to be involved in a consultation process. Fairchild Air Force Base is federal land within the planning boundary and has also been involved in various planning issues.
- It is anticipated that urbanized areas of Spokane and Coeur-d'Alene will share boundaries as a result of the 2010 census. Coordination of transportation planning for new urbanized areas will be a significant addition to the responsibilities already shared by the two MPOs.

Corrective Actions:

- None

Comments/Recommendations:

- It is anticipated that urbanized areas of Spokane and Coeur-d'Alene will share boundaries as a result of the 2010 census. Coordination of transportation planning for new urbanized areas will be a significant addition to the responsibilities already shared by the two MPOs.

AGREEMENTS AND CONTRACTS

Regulatory Basis

Federal legislation (23 U.S.C. 134) requires the MPO to work in cooperation with the State and public transportation agencies in carrying out a continuing, cooperative, and comprehensive (3C) metropolitan planning process. These agencies determine their respective and mutual roles and responsibilities and procedures governing their cooperative efforts. Federal regulation requires that these relationships be specified in agreements between the MPO and the State and between the MPO and the public transit operators:

The MPO, the State(s), and the public transportation operator(s) shall cooperatively determine their mutual responsibilities in carrying out the metropolitan transportation planning process. These responsibilities shall be clearly identified in written agreements among the MPO, the State(s), and the public transportation operator(s) serving the MPA. To the extent possible, a

single agreement between all responsible parties should be developed. The written agreement(s) shall include specific provisions for cooperatively developing and sharing information related to the development of financial plans that support the metropolitan transportation plan (see § 450.322) and the metropolitan TIP (see § 450.324) and development of the annual listing of obligated projects (see § 450.332). [23 CFR 450.314 (a)]

The regulations also require an agreement between the MPO and the designated agency for air-quality planning under the Clean Air Act. An agreement should be executed “among the MPO, State, public transportation operator, and designated air-quality agency.” [23 CFR 450.314(c) and (d)]

Moreover, the regulations specifically address the situation in which there is more than one MPO in a metropolitan area:

Where the boundaries of the urbanized area or MPA extend across two or more States, the Governors with responsibility for a portion of the multistate area, the appropriate MPO(s), and the public transportation operator(s) shall coordinate transportation planning for the entire multistate area. States involved in such multistate transportation planning may: (1) Enter into agreements or compacts, not in conflict with any law of the United States, for cooperative efforts and mutual assistance in support of activities authorized under this section as the activities pertain to interstate areas and localities within the States; and (2) Establish such agencies, joint or otherwise, as the States may determine desirable for making the agreements and compacts effective. [23 CFR 450.314 (e)]

Findings:

- The MPO developed a new Interlocal Agreement establishing the relationships and responsibilities of the participating members of the MPO. This new agreement includes the following as a function of the MPO:

Section 3, (f): To administer regional transportation funding programs and consider those projects which have been approved by the governing bodies of the Members and which are incorporated within the adopted Metropolitan Transportation Plan.

Section 2, (f) of the agreement, as it is written, may contradict the planning process of the MPO as it pertains to the development of the Metropolitan TIP, MTP and project selection processes for both the MTP and TIP.

- Kootenai MPO previously contracted with SRTC to provide planning services in the Coeur d’Alene urbanized area. Recently, that contract was terminated and currently SRTC has no formal cooperative agreement in place.
- SRTC has an existing MOU with the WSDOT (1994). Review of that document indicates that the agreement is limited to WSDOT, Spokane, Washington, and does not meet the requirements of 23 CFR 450.314 that “*written agreement(s) shall include specific provisions for cooperatively developing and sharing information related to the development of financial plans that support the metropolitan transportation plan (see § 450.322) and the metropolitan TIP (see §*

450.324) and development of the annual listing of obligated projects (see § 450.332). [23 CFR 450.314 (a)].”

- SRTC, EPA, Spokane Clean Air, and the Department of Ecology have an agreement to assign cooperative planning responsibilities to each agency related to air quality analysis of projects throughout the Spokane non-attainment area which was signed in 1996. This agreement has not been updated since it was signed in 1996.
- Currently, there are no formal consultation processes or procedures in place to consult with local Tribes in the MPO planning area. Likewise, no formal consultation procedures are in place with Federal land management agencies.
- A Memorandum of Understanding between SRTC and STA delineates the planning and programming responsibilities of each party and their relationship to each other. This MOU has been strengthened recently by improved communication and coordination between the two agencies.

Corrective Actions:

- An updated MOU between SRTC and WSDOT addressing the MPO’s relationship to WSDOT including funding and project prioritization consistent with 23 CFR 450.314 is required. The adopted MOU is required within 1 year of this certification review report to maintain certification status.
- Development and documentation of formal process for tribal coordination is required to be completed prior to the next Certification Review.
- Development and documentation of formal process for Federal Land Management Agency coordination is required to be completed prior to the next Certification Review.

Comments/Recommendations:

- Consider revising the language in the Interlocal Agreement addressing the responsibility of the MPO to administer regional transportation funding programs and consider those projects which have been approved by the governing bodies of the Members to insure consistency with 23 CFR 450.324(a),(c),(g),(i)(j) and 450.330.
- Some of the existing MOUs were signed more than 10 years ago. SRTC should determine a regular schedule to review the effectiveness of each their MOUs / Agreements and document the process and conclusions of these reviews.

UNIFIED PLANNING WORK PROGRAM DEVELOPMENT

Regulatory Basis

23 CFR 450.308 identifies the requirements for the unified planning work programs (UPWP) to be prepared in TMAs. CFR 420.111 governs work programs required for the expenditure of FHWA highway planning and research funds.

MPOs are required to develop UPWPs in cooperation with the State and public transit agencies. [23 CFR 450.308(c)] Elements to be included in the UPWP are:

The intended *products*, including all activities funded under Title 23 and the Federal Transit Act. [23 CFR 450.308)(c)]

The regulations allow for integration of the UPWP as part of a work program for other Federal sources of planning funds. [23 CFR 450.308(e)]

In non-TMA metropolitan areas, the regulations include a provision allowing the MPO, in cooperation with the State and transit operators, to prepare a simplified statement of work, with the approval of the FHWA and FTA. [23 CFR 450.308(d)]

In addition, 23 CFR 420.111 should not be overlooked. Those and associated regulations in Part 420 identify several requirements for projects receiving FHWA highway planning and research funds, including:

Findings:

- The current UPWP inadequately describes the work required to accomplish the core functions of the MPO in accordance with 23 CFR 450.308(c) which requires inclusion “of a discussion of the planning priorities facing the MPA. The UPWP shall identify work proposed for the next one- or two-year period by major activity and task (including activities that address the planning factors in §450.306(a)), in sufficient detail to indicate who (e.g., MPO, State, public transportation operator, local government, or consultant) will perform the work, the schedule for completing the work, the resulting products, the proposed funding by activity/task, and a summary of the total amounts and sources of Federal and matching funds.”
- The SRTC opted to use the provision of 450.314 that allows for the development of a two year UPWP. This typically begins in a discussion with the participating agencies involved in the Transportation Technical Committee (TTC) during the February to March time frame. However, staff did express interest in exploring the option of a 1-year UPWP in the future.
- The UPWP describes metropolitan transportation-related air quality planning activities anticipated within the region over a two-year period and identifies the scope of work, the product, and the revenue source.

Corrective Actions:

- As part of the 2013 UPWP update, identify and document the core planning functions, activities, and accomplishments of the MPO as required by 23 CFR 450.308.

Comments/Recommendations:

- SRTC should review and amend if necessary its current UPWP to ensure that it adequately addresses any corrective actions and/ or recommendations in this federal planning certification report.

TRANSPORTATION PLANNING PROCESS

Regulatory Basis

Federal regulations 23 CFR 450.306 and 450.318 define the scope of the metropolitan transportation planning process and the relationship of corridor and other subarea planning studies to the metropolitan planning process and National Environmental Policy Act (NEPA)

requirements. In addition, 23 CFR 450.316 (c) (d) and (e) address the need for participation by Federal lands management agencies and Tribal governments in the development of key products in the planning process.

Key provisions of 23 CFR 450.306 are related to required planning factors, coordination, and consistency with related planning processes, asset management, and possible differences in requirements for TMAs and non-TMAs.

Planning Factors

- Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency
- Increase the safety of the transportation system
- Increase the security of the transportation system
- Increase the accessibility and mobility for people and freight
- Protect and enhance the environment, promote energy conservation, improve quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns
- Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight
- Promote efficient system management and operation
- Emphasize the preservation of the existing transportation system

Failure to consider any of the factors cannot be reviewed by any court in any matter affecting a Metropolitan Transportation Plan, TIP, project or strategy, or Certification.

Coordination and Consistency with Related Planning Processes

The metropolitan planning process must be coordinated with the Statewide transportation planning process.

Development of the required public transit-human services Transportation Plan (49 U.S.C. 5310, 5316, and 5317) should be coordinated and consistent with the metropolitan transportation planning process.

The metropolitan transportation planning process shall be consistent with regional ITS architecture to the maximum extent “practicable.”

The metropolitan transportation planning process should be consistent with the Strategic Highway Safety Plan and with transit safety and security planning processes and programs.

Corridor and Sub-area Planning Studies

The regulations governing corridor and sub-area planning studies [23 CFR 450.318] require consultation with or joint participation in the studies by the metropolitan planning process agency partners to the extent practicable. The regulations also state conditions under which documents produced in conjunction with the studies may be incorporated in the NEPA review

process. Among these conditions is that reasonable opportunity for public comment be provided during the metropolitan transportation planning process and development of the studies and that FHWA and FTA review the studies. (Additional information explaining linkages between transportation planning and the project development/NEPA process is provided in Appendix A of the metropolitan planning regulations.)

Findings

- Coordination of the Transportation planning responsibilities between SRTC, STA and KMPO has improved consistently since the previous Certification Review, which has resulted in stronger coordination and cooperation in the planning processes.
- SRTC has lead, sponsored or participated in development and completion of a number of transportation planning related projects that represent an extensive involvement in identifying and addressing the region transportation needs. These projects include:
 - The Transportation Vision Project an effort to reach out and understand local interests and to involve the communities in transportation decision-making processes which establishes groundwork for new MTP. Included the development and use of a transportation planning game to help educate the public and gather information about decision preferences.
 - The Inland Pacific HUB, an excellent example of freight planning that involves stakeholders and has developed a process to identify freight issues important to the greater multi-region area.
 - Connect Spokane High Performance Transit Network is a 30-40 year proposal at the system level that provided a good outline of how to move forward in the future and how to become flexible with changing circumstances and costs.
 - The Central City Transit Alternatives Analysis is an alternatives analysis that was publicly driven and resulted in a selection of a project that was not historically favored. This work will be included in the MTP as a new transit element.
 - Application for a HUD Sustainability Grant to integrate land use scenarios, timing, and alignment of various plans in the community coordinating the efforts incorporates of a diverse consortium of stakeholders.

The eight SAFETEA-LU planning factors are considered as part of SRTC MPO process.

Corrective Actions:

- None

Comments/Recommendations:

- SRTC is advised to more clearly document how federal planning factors are considered as part of the transportation planning program. Although the review team found that many of the planning factors were considered, better documentation in the MTP would be useful to the public and other stakeholders.
- SRTC is commended for its effort to improve coordination and communication with STA and KMPO.
- SRTC is commended for its role in the development and completion of a number of regional transportation planning activities and projects. These efforts support the overall

purpose and scope of SRTC's planning process and provide the foundation for future decisions.

METROPOLITAN TRANSPORTATION PLAN DEVELOPMENT

Regulatory Basis

Federal regulations require the development of a MTP as a key product of the metropolitan planning process:

The metropolitan transportation planning process shall include the development of a transportation plan addressing no less than a 20-year planning horizon. ... The transportation plan shall include both long-range and short-range strategies/actions that lead to the development of an integrated multimodal transportation system to facilitate the safe and efficient movement of people and goods in addressing current and future transportation demand. [23 CFR 450.322]

The MTP is to be updated every four years in nonattainment and maintenance areas and every five years in attainment areas to ensure its consistency with changes in land-use, demographic, and transportation characteristics.

The regulation also identifies a number of required elements that must be addressed in the MTP, including:

- Demand analysis [23 CFR 450.322(f)(1)]
- Pedestrian walkway and bicycle facilities [23 CFR 450.322(f)(8)]
- System preservation [23 CFR 450.322(f)(5)]
- Design concept and scope descriptions of all existing and proposed transportation facilities, in sufficient detail to permit conformity determinations in nonattainment and maintenance areas [23 CFR 450.322(f)(6)]
- A discussion of types of potential environmental mitigation activities and potential areas to carry out these activities [23 CFR 450.322(f)(7)]
- Consultation with State and local agencies responsible for land-use management, natural resources, environmental protection, conservation, and historic preservation, involving comparison of Transportation Plans with State conservation plans or maps or comparison of Transportation Plans with inventories of natural or historic resources [23 CFR 450.322(g)(1) and (2)]
- Transportation and transit enhancements [23 CFR 450.322(f)(9)]
- A financial plan that demonstrates how the adopted Transportation Plan can be implemented [23 CFR 450.322(f)(10)]
- Provision of public agencies, citizens, and other interested parties with a reasonable opportunity to comment on the Transportation Plan in accordance with the requirements of 23 CFR 450.316(a) [23 CFR 450.322(i)]
- Conformity determination in nonattainment and maintenance areas [23 CFR 450.322(l)]
- Provision of copies to FHWA or FTA [23 CFR 450.322(c)]

Findings:

- The eight SAFETEA-LU planning factors are considered as part of SRTC MPO process.
- Technical support for the development of the MTP is solicited through the Transportation Technical Committee, and by seeking comments from affected jurisdictions.
- Spokane is an attainment area in maintenance for both carbon monoxide and PM-10. As a result, the MTP process incorporates the technical findings and mitigations of the Washington State Maintenance Plan (MP) for Air Quality relative to issues in the Spokane region.
- WSDOT and STA have a role in the development and approval of the MTP through their participation in the transportation planning process, including their participation on the TTC, corridor studies, Transportation Management Center and SRTC Board membership. The current draft of the MOU between SRTC and STA will strengthen the transit operator's role in the overall planning process.
- The CMP includes monitoring features, such as data collection, performance measures, and methods for identifying causes of congestion. Less well developed (and documented) is the connection between this monitoring effort and future ongoing assessment of the efficiency and effectiveness of implemented projects, programs, and strategies.
- The 2008 MTP does not adequately document fiscal constraint reflecting all sources and uses of funds over the twenty year planning horizon.
- The 2008 MTP does not provide adequate documentation of the transportation planning analysis undertaken to select implementation strategies and identify transportation projects.
- The 2008 MTP does not adequately address the full range of alternative travel modes (public transit, bicycle, walking, etc) that are clearly important modes of travel for many residents in the Spokane region. Additionally, travel demand management strategies are not adequately addressed.
- The 2008 MTP does not adequately address opportunities for environmental mitigation.
- Although the MTP identifies that there will be significant long-term public transportation needs in the Spokane region, it does not clearly identify the plan elements (projects, programs, strategies, services) that would address those needs. In addition, the public transit policies in the MTP are narrowly focused on high capacity transit (HCT).
- SRTC was unaware that the 2008 MTP will expire on January 16, 2012 because of confusion regarding the subsequent adoption of a minor update of the plan which did not include an air quality conformity determination.

Corrective Actions:

- The current MTP does not meet Federal requirements (23 CFR 450.322) including, fiscal constraint, is not multi-modal, does not adequately address the disposition of public comments, land management agency consultation, tribal consultation, latest planning assumptions, planning factors, and lack sufficient supporting analysis. Recognizing that development and adoption of an interim update is necessary and anticipated by January 16, 2012, SRTC has agreed, in cooperation with FHWA, FTA, and WSDOT to follow with a full MTP update addressing all findings within two years.
- As a part of the next update, the financial plan of the MTP must describe the cooperative process

used to estimate costs and revenues for the various components (e.g. capital improvements, operations and maintenance). The financial plan must also identify how planned expenditures would be supported by future federal, state, and local revenue projections, including funding shortfalls (if any). A table summarizing estimated revenues and future costs is advised to clearly demonstrate fiscal constraint. Fiscal constraint analysis must provide clearer documentation of methods and assumptions used to determine the full capital as well as maintenance and operational costs for all travel modes over the twenty year MTP horizon. In addition, adequate documentation is needed of the methods and assumptions used to determine projected revenue sources and identify strategies for ensuring availability of proposed new revenues (23 CFR 450.322 (f)(10)(ii)). These enhancements to the financial plan element must be addressed as part of the upcoming MTP update.

Comments/Recommendations:

- It is recommended that SRTC take advantage of the forthcoming availability of zone-to-zone residence/work travel census information to obtain more specific journey to work information both within Spokane County and for County-to-County travel (between Spokane County and the surrounding counties), including origins and destinations of travel between Spokane County and Kootenai County, Idaho.
- Amendments to the MTP should provide a more comprehensive set of regional public transportation policies and should more clearly identify plan elements that address long-term transit needs. Completion of STA's long-range transit plan should provide a framework for this MPO planning effort.
- Public comments suggest a need for SRTC to place more emphasis on staff level local agency review of the MTP. Early in the MTP process, SRTC should clearly identify opportunities for how local agency representatives (TTC and other staff) can provide meaningful input and/or become actively engaged in the development of the MTP. Complete information should be shared and adequate time provided to local agency staff to fully review, understand, and contribute to the MTP.
- The MTP should include documentation of the transportation planning analysis conducted that supports the policy and investment decisions incorporated in the plan. This analysis may be derived from a variety of planning processes, conducted by SRTC or other member agencies.
- The MTP should incorporate the analysis, strategies, programs and investment decisions that address the full-range of alternative travel modes (public transit, bicycle, walking, etc) that make up the transportation system in the region. Travel demand management strategies should also be more fully addressed as part of the MTP long-range strategy.
- Ongoing improvements to the CMP should identify more clearly how SRTC will assess the efficiency and effectiveness of transportation investments made to manage congestion. Current performance measures (travel time and person hours of travel) may be adequate to identify when and where congestion exists but could limit the evaluation of a full range of options for managing congestion. Specifically, measuring the relative attractiveness and /or availability of public transportation (ridership, headways, and access) could lead to dramatically different implementation actions. SRTC should work with STA to consider additional performance measures that would capture benefits of investments beyond personal travel time.

AIR QUALITY

Regulatory Basis

Section 176 (c)(1) of the Clean Air Act Amendments of 1990 (CAAA) states: "*No metropolitan planning organization designated under section 134 of title 23, United States Code, shall give its approval to any project, program, or plan which does not conform to an implementation plan approved or promulgated under section 110.*" The Intermodal Surface Transportation Efficiency Act of 1991 subsequently included provisions responsive to the mandates of the CAAA. Implementing regulations have maintained this strong connection.

Provisions governing air-quality-related transportation planning are incorporated in a number of metropolitan planning regulations rather than being the primary focus of one or several regulations. For MPOs that are declared to be air quality nonattainment or maintenance areas, there are many special requirements in addition to the basic requirements for a metropolitan planning process. These include formal agreements to address air-quality-planning requirements, requirements for setting metropolitan planning area boundaries (MPAs), interagency coordination, MTP content and updates, requirements for the CMP, public meeting requirements, and conformity findings on MTPs and TIPs. Sections of the metropolitan planning regulations governing air quality are summarized below.

An agreement is required between the MPO and the designated agency responsible for air quality planning describing their respective roles and responsibilities (see *Metropolitan Planning Agreements* topic area). [23 CFR 450.314(c)]

In a metropolitan area that does not include the entire nonattainment or maintenance area, an agreement is required among the State DOT, State air-quality agency, affected local agencies, and the MPO providing for cooperative planning in the area outside the metropolitan planning area but within the nonattainment or maintenance area. [23 CFR 450.314(b)] In metropolitan areas with more than one MPO, an agreement is required among the State and the MPO describing how they will coordinate to develop *an overall MTP for the metropolitan area*; in nonattainment and maintenance areas, the agreement is required to include State and local air-quality agencies. [23 CFR 450.314(d)]

The MPO is required to coordinate development of the MTP with the State Implementation Plan (SIP) development process, including the development of TCMs (see *Metropolitan Transportation Plan* topic area). [23 CFR 450.322(d)]

In TMAs designated as nonattainment areas, Federal funds may not be programmed for any project that will result in a significant increase in carrying capacity for SOVs, unless the project results from a CMP meeting the requirements of 23 CFR 450.320(d) and (e).

The MTP shall identify SOV projects that result from a CMP meeting Federal requirements. [23 CFR 450.322(f)(4)] and shall include design-concept and scope descriptions of all existing and future transportation facilities to permit conformity determinations. [23 CFR 450.322(f)(6)] FHWA, FTA, and the MPO must make a conformity determination on any new or revised MTP

in nonattainment and maintenance areas (see *Metropolitan Transportation Plan* topic area). [23 CFR 450.322(1)]

- In nonattainment and maintenance areas, FHWA, FTA and the MPO must make a conformity determination on any new or amended TIP. [23 CFR 450.324(b) and 450.328(b)]
- In nonattainment TMAs, there must be an opportunity for at least one formal public meeting during the TIP development process. [23 CFR 450.324(b)]
- In nonattainment and maintenance areas, the TIP shall identify projects designated as TCMs in the applicable SIP. [23 CFR 450.324(d)(5)]
- In nonattainment and maintenance areas, the TIP shall include all regionally significant transportation projects proposed to be funded with Federal and non-Federal funds [23 CFR 450.324(d)] as well as projects identified as TCMs in the SIP. [23 CFR 450.324(d)(5)] Projects shall be specified in sufficient detail to permit air-quality analysis in accordance with EPA conformity requirements. [23 CFR 450.324(e)(1)]
- In nonattainment and maintenance areas, the TIP shall describe the progress in implementing required TCMs [23 CFR 450.324(l)(3)] and shall include a list of all projects found to conform in a previous TIP that are now part of the base case used in the air-quality conformity analysis. [23 CFR 450.324(l)(2)]
- In nonattainment or maintenance areas, if the TIP is amended by adding or deleting projects that affect transportation-related emissions, a new conformity determination will be required. [23 CFR 450.326(a)]
- In TMAs that are nonattainment or maintenance areas, FHWA and FTA will review and evaluate the transportation planning process to determine that it is adequate to ensure conformity of plans and programs in accordance with procedures contained in 40 CFR Part 93. [23 CFR 450.334 (b)]

Findings:

- Current regional Air Quality status is maintenance for mobile source emissions (i.e. transportation sources) CO and PM10.
- There have been no CO violations since 1996 in the region.
- The existing 2005 maintenance plan is due for an update in 2015.
- The TIP process requires a regional CO emission budget analysis. All regionally significant projects are identified in sufficient detail to conduct air quality analysis. Each TIP contains detailed technical information regarding how both CO and PM-10 analyses were conducted using land-use planning models and Mobile emission modules. SRTC does not approve any TIP without adherence to the conformity requirements.
- The MTP air quality process also requires a regional CO emission budget for the out-years determined in the Plan. All regionally significant projects are identified in sufficient detail to conduct air quality analysis. The MTP contains detailed information regarding how CO was conducted. SRTC does not approve any MTP without adherence to the conformity requirements.
- Spokane is an attainment area in maintenance for both carbon monoxide and PM-10. As a result, the MTP process incorporates the technical findings and mitigations of the

Washington State Maintenance Plan (MP) for Air Quality relative to issues in the Spokane region.

- The Air Quality Interagency Consultation MOU has not been updated recently and does not reflect SAFETEA-LU emphasis on streamlining environmental processes which include conformity review and determination process.

Corrective Actions:

- None.

Comments/Recommendations: (FHWA – EPA)

- SRTC is advised to review and update of the Air Quality Interagency Consultation MOU to address current relationships and reflect SAFETEA-LU emphasis on streamlining environmental processed.

TRANSPORTATION IMPROVEMENT PROGRAM (TIP) AND PROJECT PRIORITIZATION AND SELECTION

Regulatory Basis

The MPO is required, under 23 CFR 450.324, to develop a TIP in cooperation with the State and public transit operators. Specific requirements and conditions, as specified in the regulations, include:

The TIP shall cover a period of at least four years, must be updated at least every four years, and must be approved by the MPO and the governor. If the TIP is updated more frequently, the cycle must be compatible with the State Transportation Improvement Program (STIP) development and approval process. [23 CFR 450.324(a)]

In nonattainment and maintenance areas subject to conformity requirements (see Section 2.8), FHWA and FTA must jointly make a conformity determination with the MPO on any updated or amended TIP. The TIP shall give priority to eligible TCMs identified in the STIP, and projects included for the first two years shall be limited to those for which funds are available or committed. [23 CFR 450.324(i)]

There shall be reasonable opportunity for comment by all reasonable parties in accordance with 23 CFR 450.316(a)(1) and (3); in nonattainment TMAs, there must be an opportunity for at least one formal public meeting during the TIP development process. [23 CFR 450.324(b)] In addition, the TIP must be published or otherwise be made readily available for public review, including in electronically available accessible formats, to the maximum extent practicable.

The TIP shall comprise capital and noncapital surface transportation projects, including bicycle facilities and pedestrian walkways proposed for funding under U.S.C. Title 23 and 49 U.S.C. Chapter 53, including transportation enhancements; Federal Lands Highway projects; and safety projects included in the State's Strategic Highway Safety Plan. Although not required, the following may be included: safety projects funded under 23 U.S.C. 402 and 49 U.S.C. 31102;

emergency relief projects; planning and research activities funded by the National Highway System (NHS); STP or Equity Bonus funds, which may be excluded at the discretion of the State and the MPO; and some national research and project management oversight projects. All regionally significant transportation projects for which FHWA or FTA approval is required should also be included and, for informational purposes, so should all regionally significant projects to be funded from Federal sources not administered by FHWA or FTA as well as non-Federal sources [23 CFR 450.324(c)]. The TIP should include only projects that are consistent with the Metropolitan Transportation Plan. [23 CFR 450.324(g)]

The following information shall be provided for each project included in the TIP: sufficient descriptive material to identify the project or phase; estimated total cost; amount of Federal funds proposed to be obligated during each program year; proposed source of Federal and non-Federal funds; identification of funding recipient/project sponsor; in nonattainment and maintenance areas, identification of TCMs and sufficiently detailed description for conformity determination. [23 CFR 450.324(e)]

- The TIP shall be financially constrained by year and shall include a financial plan identifying projects that can be implemented using current revenue sources and projects requiring proposed additional sources. The State and the transit operators must provide the MPO with estimates of Federal and State funds available for the transportation system serving the metropolitan area. [23 CFR 450.324(h)] Additional information on financial constraint of the TIP is provided in Section 2.7 of this Handbook.
- Projects that the State and the MPO do not consider to be of appropriate scale for individual identification in a given program year may be grouped by function, geographical area, and work type. [23 CFR 450.324(f)] In nonattainment and maintenance areas, classifications must be consistent with the exempt project classifications contained in the EPA conformity requirements. [40 CFR Part 51]
- Sub-allocation of STP or Section 5307 funds to individual jurisdictions or modes shall not be used unless it can be clearly demonstrated that the distribution is based on considerations addressed as part of the planning process. [23 CFR 450.324(j)]
- As a management tool for monitoring progress in implementing the MTP, the TIP shall identify the criteria and process for prioritizing the implementation of MTP elements through the TIP, list major projects implemented from the previous TIP, and identify significant delays in implementation. [23 CFR 450.324(l)(1) and (2)] FHWA and FTA must jointly find that the TIP is consistent with the MTP. [23 CFR 450.328]
- In nonattainment and maintenance areas, the TIP shall describe progress in implementing required TCMs in accordance with Title 49 Chapter 53. [23 CFR 450.324(l)(3)]
- MPOs may prepare an interim TIP consisting of projects that are eligible to proceed under a conformity lapse. [23 CFR 450.324(m)]
- Projects included in the first four years of the TIP may be advanced in place of another project, subject to project-selection requirements specified in 23 CFR 450.330 (see below).

Several other regulations govern different aspects of TIP development and implementation:

- 23 CFR 450.326 addresses modification of the TIP, stating that the TIP can be modified at any time, subject to the following conditions:
- In nonattainment or maintenance areas, the adding or deleting of projects that affect emission levels requires a new conformity determination.
- Changes that affect fiscal constraint require amendment of the TIP.
- Public involvement opportunities are provided consistent with requirements for complete information, timely notice, full public access to key decisions, and other relevant provisions; however, these procedures are not required for administrative modifications.
- After approval by the MPO and the governor, the TIP shall be included without change in the STIP.
- 23 CFR 450.330 addresses project selection from the TIP as follows:
 - The first year of an approved TIP constitutes an “agreed to” list of projects unless Federal funds available are significantly less than authorized amounts or there is significant shifting of projects between years. [23 CFR 450.330(a)]
 - In TMAs, all Title 23 and Federal Transit Act-funded projects not included in the first year of the TIP as an “agreed to” list of projects (except for NHS projects and those funded under bridge, interstate maintenance, and Federal Lands Highway programs) shall be selected from the approved metropolitan TIP by the MPO in consultation with the State and transit operators. [23 CFR 450.330(c)]
 - In nonattainment and maintenance areas, project-selection procedures shall give priority to the timely implementation of TCMs included in the applicable SIP. [23 CFR 450.330(e)]

Findings:

- The MPOs role in TIP development and programming processes are not clearly defined and documented.
- As discussed under Agreements and Contracts, Section 3, (f) of the Interlocal Agreement may limit the authority of the MPO as it pertains to the development of the Metropolitan TIP and the use of federal funds under 23 CFR 450.324 and 330.
- Fiscal constraint, as applied to project cost and funding in the project selection processes for the TIP, is not clearly incorporated.

Corrective Actions:

- A thorough reassessment of the TIP development and approval process is necessary to establish regulatory compliance. Development of a process review culminating in a policies and procedures document for the TIP is required prior to the submission and approval of the 2013 MPO TIP.

Comments/Recommendations:

- It is strongly recommended that CMAQ project solicitation and selection process be reviewed and amended to document adequate review for eligibility.

PUBLIC OUTREACH

Regulatory Basis

The requirements for public involvement are set forth primarily in 23 CFR 450.316(a)(1)(2)(3) and (b) which addresses elements of the metropolitan planning process (see also *Transportation Planning Process* topic area). Public involvement also is addressed specifically in connection with the MTP in 450.322(g)(1)(2), (i), and (j) and with the TIP in 450.324(b); participation and consultation requirements, which pertain to the MTP and the TIP, also are included in 450.322(f)(7) and (g)(1)(2), (i), and (j) and in 450.324(b),

Requirements related to the planning process generally are summarized in 23 CFR 450.316(a)(1)(2)(3) and (b) as follows:

- Development and use of a documented participation plan providing for . . . reasonable opportunities to be involved in the metropolitan planning process.
- Adequate public notice of public participation activities and time for public review and comment at key decision points.
- Timely public notice and reasonable access to information about transportation issues and processes.
- Visualization techniques to describe MTPs and TIPs.
- Public information and meeting available in electronically accessible formats and means, such as World Wide Web.
- Public meetings at convenient and accessible locations and times.
- Explicit consideration and response to public input received.
- Seeking out and considering the needs of people traditionally underserved by existing transportation systems.
- Providing additional opportunities for public comment if the final MTP or TIP differs significantly from the version that was made available for public comment. Coordination with Statewide public involvement and consultation processes.
- Periodically reviewing the effectiveness of the procedures and strategies contained in the participation plan to ensure a full and open participation process.
- Provide a summary, analysis, and report on the disposition of significant written and oral comments received.
- A minimum public comment period of 45 days before adoption or revision of the public involvement process.
- Consult with agencies and officials responsible for other planning activities that are affected by transportation or coordinate the planning process with such planning activities.

The requirements pertaining to the MTP (23 CFR 450.322) also include provisions addressing public outreach (23 CFR 450.322(f)(7) and (g)) as follows:

- A discussion of types of potential environmental mitigation activities and potential areas to carry out these activities. The discussion shall be developed in consultation with Federal, State, and Tribal land management, wildlife, and regulatory agencies.

- Consult as appropriate with State and local agencies responsible for land use management, natural resources, environmental protection, conservation, and historic preservation concerning the development of the MTP. The consultation shall involve, as appropriate (1) comparison of MTPs with State conservation plans or maps, if available, or (2) comparison of MTPs with inventories of natural or historic resources, if available.

TIP Requirements [23 CFR 450.324(b)]:

- All interested parties shall have a reasonable opportunity to comment on the proposed TIP as required by 23 CFR 450.316(a). In addition, in nonattainment TMAs, an opportunity for at least one formal public meeting during the TIP development process; the circumstances of the public meeting should be addressed through the participation plan described in 23 CFR 450.316(a).

Findings:

- SRTC’s October 13, 2011 Public Involvement Policy is an improvement over its predecessor. However, there are several areas needing clarification/additional information.
- SRTC Public Involvement Policy relies too heavily on “internet” communications with the public.
- SRTC’s Public Involvement Policy appears to limit coordination/communication with Tribal Governments to review of documents. There is no mention of Tribal Governments when discussing Partner Agencies, SRTC committees, or engaging Tribal Governments in its planning process.
- SRTC’s Public Involvement Policy does not describe how individuals can access meeting minutes or how to obtain hard copies of documents (where to access).
- The Document Review and Advertising Schedule contained in the Public Involvement Policy incorrectly describes the process for Title VI Annual Report and Update Questionnaire. The Title VI Plan and Annual Update Report are reviewed and approved by the Washington State DOT’s Office of Equal Opportunity. There is no requirement for public comments, only a requirement for public notification (that SRTC has a Plan and it is made available for the public to access).
- Public meeting comments indicate that appropriate disposition of comments for all planning processes/documents was not communicated to the public. The issue was noted and staff explained that more recent practices have addressed the issue. In addition, their current Public Involvement Policy does not indicate how comments received will be disposed. While SRTC staff explained that more recent practices have included appropriate disposition of public comments, the Public Involvement Policy does not provide a description of the process

Corrective Actions:

- None

Comments/Recommendations:

- SRTC needs to ensure that alternate means of communication is made available to persons who do not have access to the internet. This is particularly important for low-income populations.
- SRTC needs to be more inclusive of Tribal Governments in its planning process. One avenue may be to enlist the assistance of the NW Tribal Technical Assistance Program staff in reaching out to Tribal Governments within SRTC's boundaries.
- SRTC needs to include, in its Public Involvement Policy, information on how individuals can access meeting minutes and other public documents regarding SRTC's planning process (from SRTC's website and external sources).
- The Title VI Plan & Update Report section of the Document Review and Advertising Schedule needs to be corrected to show WSDOT's responsibility for review and approval of these documents.
- SRTC's Public Involvement Policy needs to include a description of how the disposition of public comments will be handled.

SELF-CERTIFICATIONS

Regulatory Basis

Self-Certification of the metropolitan planning process, at least once every four years, is required under 23 CFR 450.334. The State and the MPO shall certify to FHWA and FTA that the planning process is addressing the major issues facing the area and is conducted in accordance with all applicable requirements of 23 CFR 450.300 and:

- 23 U.S.C. 134 and 49 U.S.C. 5303 and Sections 174 and 176(c) and (d) of the Clean Air Act (if applicable)
- Title VI of the Civil Rights Act of 1964 and the Title VI assurance executed by each State
- 49 U.S.C. 5332, prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity
- Section 1101(b) of SAFETEA-LU and 49 CFR Part 26, regarding involvement of DBE in U.S. DOT-funded planning projects
- 23 CFR Part 230, regarding the implementation of an equal employment opportunity program on Federal and Federal-aid highway construction contracts
- ADA and U.S. DOT regulations governing transportation for people with disabilities [49 CFR Parts 27, 37, and 38]
- Older Americans Act as amended, prohibiting discrimination on the basis of age
- Section 324 of Title 23 U.S.C., regarding the prohibition of discrimination based on gender
- Section 504 of the Rehabilitation Act of 1973 and 49 CFR Part 27, regarding discrimination against individuals with disabilities

- All other applicable provisions of Federal law (e.g., while no longer specifically noted in a self-certification, prohibition of use of Federal funds for “lobbying” still applies and should be covered in all grant agreement documents (see 23 CFR 630.112).
- A Certification Review by FTA and FHWA of the planning process in TMAs is required at least once every four years, in addition to the required self-certification by the MPO and State.

Summary of Statutory Requirements

Metropolitan Planning

The State and the MPO shall certify to FHWA and FTA at least every four years that the planning process is addressing major issues facing their area and is being conducted in accordance with all applicable transportation planning requirements. The planning process will undergo joint review and evaluation by FHWA, FTA, and State DOT to determine if the process meets requirements. The Federal administrators will take the appropriate action for each TMA to either issue Certification action or deny Certification if the TMA planning process fails to substantially meet requirements. If FHWA and FTA jointly determine that the transportation planning process in a TMA does not substantially meet the requirements, they may withhold, in whole or in part, the apportionment attributed to the relevant metropolitan planning area, or withhold approval of all or certain categories of projects. Upon full, joint Certification by FHWA and FTA, all funds withheld will be restored to the metropolitan area, unless they have lapsed.

[23 CFR 450.334; U.S.C. Title 23, Sec. 134, and U.S.C. Title 49, Ch. 53, Sec. 5303]

Statewide Planning

The process for developing the MTPs and programs shall provide for consideration of all modes of transportation and shall be continuing, cooperative, and comprehensive to the degree appropriate, based on the complexity of the transportation problems to be addressed. The State shall coordinate transportation planning activities for metropolitan areas of the State and shall carry out its responsibilities for the development of the transportation portion of the STIP to the extent required by the Clean Air Act.

The State will carry out the long-range planning processes and develop the STIP in cooperation and consultation with designated metropolitan planning organizations, affected local transportation officials, and affected Tribal governments.

[23 CFR 450.218, 23 U.S.C. 135, and 49 U.S.C. 5304]

Title VI, Civil Rights Act of 1964

Title VI prohibits exclusion from participation in, denial of benefits of, and discrimination under Federally assisted programs on grounds of race, color, or national origin. Title VI assurance regulations were also executed by each State, prohibiting discrimination on the basis of sex or disability. (See Section 2-12 below for more information on Title VI and related requirements, many of which are referenced in this section.)

[23 U.S.C. 324 and 29 U.S.C. 794]

Disadvantaged Business Enterprises (DBE)

The DBE program ensures equal opportunity in transportation contracting markets, addresses the effects of discrimination in transportation contracting, and promotes increased participation in Federally-funded contracts by small, socially and economically disadvantaged businesses, including minority- and women-owned enterprises. The statute provides that at least 10 percent of the amounts made available for any Federal-aid highways, mass transit, and transportation research and technology program be expended with certified DBEs.

Americans with Disabilities Act of 1990 (ADA)

Programs and activities funded with Federal dollars are prohibited from discrimination based on disability. Compliance with the applicable regulations is a condition of receiving Federal financial assistance from the DOT.

Older Americans Act

Confirms opportunity for employment with no discriminatory personnel practices because of age. Also, the Older American Act Amendments of 2006 included provisions relating to transportation in Title III-B (Grants for State and Community Programs on Aging, Title IV [Technical Assistance and Innovation to Improve Transportation for Older Individuals], Title V [Senior Community Service Employment Program], and Title VI [Native American Aging Programs]).

[Pub. L. 89-73, as amended, and 42 U.S.C. 6101]

Section 324 of 23 U.S.C.

No one on the basis of sex shall be denied participation in or benefits of any program or activity receiving Federal assistance under Title 23.

Rehabilitation Act of 1973

This law protects *qualified* individuals from discrimination based on their disability. The nondiscrimination requirements of the law apply to employers and organizations that receive financial assistance from any Federal department or agency, including the U.S. Department of Health and Human Services (DHHS).

[29 U.S.C. 794 and 49 CFR, Part 27]

Clean Air Act: Air-Pollution Prevention and Control

All State and local transportation officials will take part in a 3C planning process in nonattainment and maintenance areas to determine which planning elements will be developed, adopted, and implemented to maintain or improve the air quality for said area. In nonattainment and maintenance areas that include more than one State, the affected States may jointly undertake and implement air-quality-planning procedures.

The Federal government will not financially support activities that do not conform to approved plans. Priority of funding will be given to those projects or programs that achieve and maintain national primary ambient air-quality standards.

[42 U.S.C., Ch. 85, §§ 7408, 7410, 7504, 7505a, 7511, 7512, 7506(c) and (d), and 7604; 49 U.S.C., Ch. 53, 23 U.S.C., § 134]Section 2-12: Title VI and Related Requirements

Findings:

- Documentation necessary to support SRTC’s self-certification statements is currently under review by WSDOT.
- Review of the current SRTC self-certification indicates that existing provisions to prevent the use of federal funds for lobbying purposes may be inadequate.
- With regards to compliance with Section 504 of the Rehabilitation Act and the Americans with Disabilities Act, SRTC is commended for its attempt to secure FTA Section 5307 funds for several ADA accessibility projects (that were submitted by local jurisdictions).

Corrective Actions:

- SRTC needs to designate an ADA Coordinator, develop a grievance policy (for internal and external dissemination), and review its policies and procedures to determine compliance with Section 504 and ADA requirements.

Comments/Recommendations:

- SRTC is encouraged to work with WSDOT, FHWA and FTA to review and document its anti-lobbying policy to specifically address how and under what circumstances federal funds may be used for interaction with local, state, and federal administration and elected officials responsible for the allocation of transportation funds.
- With regards to compliance with Section 504 of the Rehabilitation Act and the Americans with Disabilities Act, SRTC is commended for its attempt to secure FTA Section 5307 funds for several ADA accessibility projects (that were submitted by local jurisdictions).

TITLE VI AND RELATED REQUIREMENTS

Regulatory Basis

It has been the long-standing policy of U.S. DOT to actively ensure nondiscrimination under Title VI of the Civil Rights Act of 1964 (and other nondiscrimination statutes). Title VI states that “no person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.” Title VI bars intentional discrimination as well as disparate-impact discrimination—that stemming from neutral policy or practice that has the effect of a disparate impact on protected groups. The planning regulations [23 CFR 450.334(a)(3)] require FHWA and FTA to certify that “the planning process . . . is being conducted in accordance with all applicable requirements of . . . Title VI of the Civil Rights Act of 1964 and the Title VI assurance executed by each State under 23 U.S.C. 324 and 29 U.S.C. 794.” The Title VI assurance adds sex (gender) and disability to characteristics protected against discrimination.

LEP Executive Order 13166. Title VI of the Civil Rights Act prohibits discrimination on the basis of national origin, among other things. The LEP Executive Order (Executive Order 13166) ensures that, consistent with Title VI, persons with Limited English proficiency ("LEP") have meaningful access to federally conducted and federally funded programs and activities. The Order requires all agencies that provide Federal financial assistance to issue guidance on how Title VI applies to recipients of that assistance in their contact with persons who are LEP. The Order also requires that Federal agencies create plans for ensuring that their own activities also provide meaningful access for persons who are LEP.

Executive Order 12898, issued in 1994, further amplifies Title VI by providing that "each Federal agency shall make achieving Environmental Justice part of its mission by identifying and addressing, as appropriate, disproportionately high or adverse human health and environmental effects of its programs, policies, and activities on minority populations and low-income populations . . .". In compliance with this Executive Order, the U.S. DOT Order on Environmental Justice was issued in 1997. Furthermore, planning regulations 23 CFR 450.316(a)(1)(vii) require that the needs of those traditionally underserved by existing transportation systems, such as low-income and minority households that may face challenges accessing employment and other services, be sought out and considered.

Findings:

- SRTC submitted its Title VI Annual Update to WSDOT, and received approval on its content in May 2011. The next Update is due to WSDOT in Spring 2012.
- SRTC's TIP does not consider Title VI & Environmental Justice or explain the impact of the TIP selection on Environmental Justice populations.
- SRTC is not aware of how local agencies (within its jurisdiction) are addressing or supporting Title VI in their project selections.
- SRTC continues to utilize the assistance of the City of Spokane's Affirmative Action Specialist in areas regarding Title VI (guidance, direction, reports and reviews).

Corrective Actions:

- As a recipient of Federal financial assistance, SRTC is responsible for its compliance with Title VI. SRTC may not be reliant on staff of the City of Spokane for Title VI guidance, direction, reports and reviews. If Title VI direction is needed or questions arise, SRTC should contact WSDOT Office of Equal Opportunity or the FHWA/FTA civil rights specialists. This was a finding from our 2007 review. Since SRTC has made no attempt to correct the problem, we are citing it as a Corrective Action in our 2011 review.

Comments/Recommendations:

- SRTC is commended for its efforts to submit its 2011 Title VI Annual Update to WSDOT in a timely manner.
- SRTC needs to take appropriate action to address Title VI and Environmental Justice throughout its planning process. This is inclusive of TIP, UPWP, MTP development. SRTC should consider having its member jurisdictions signing a "Self Certification" form, which provides assurance to SRTC that these entities are also complying with the

various Federal laws cited therein. The Puget Sound Regional Council can provide an example of their process.

CONGESTION MANAGEMENT PROCESS

Among the most significant changes under SAFETEA-LU is the updated requirement for a CMP in TMAs. The change in name (from Congestion Management Systems) reflects a substantive shift in perspective and practice to address congestion management through a process that provides for effective management and operations of the transportation system as a whole. The result of an effective CMP should be a serious consideration and implementation of strategies that advance the most efficient and effective use of existing and future transportation facilities through an objectives-driven, performance-based approach to determining and selecting programs and projects.

Regulatory Basis

Congestion Management Process (CMP) applies to transportation management areas (TMAs) and is a systematic approach for managing congestion through a process that “provides for safe and effective integrated management and operation of the multimodal transportation system, based on a cooperatively developed and implemented metropolitan-wide strategy, of new and existing transportation facilities eligible for funding under title 23 U.S.C., and title 49 U.S.C. Chapter 53 through the use of travel demand reduction and operational management strategies.” (23 CFR 450.320(a)).

Federal legislation and regulations require a CMP in TMAs. (23 U.S.C. 134(k)(3); also see 23 CFR 450.320(a))

Federal legislation allows State laws, rules, or regulations to constitute the CMP if approved by the Secretary. (23 U.S.C. 135(i); also see 23 CFR 450.320(f))

23 CFR 450.320(c) mandates that the CMP shall include:

Methods to monitor and evaluate the performance of the multimodal transportation system, identify the causes of recurring and non-recurring congestion, identify and evaluate alternative strategies, provide information supporting the implementation of actions, and evaluate the effectiveness of implemented actions;

A definition of congestion management objectives and appropriate performance measures to assess the extent of congestion and support the evaluation of the effectiveness of congestion reduction and mobility enhancement strategies for the movement of people and goods. Since levels of acceptable system performance may vary among local communities, performance measures should be tailored to the specific needs of the area and established cooperatively by the State(s), affected MPO(s), and local officials in consultation with the operators of major modes of transportation in the coverage area;

Establishment of a coordinated program for data collection and system performance monitoring to define the extent and duration of congestion, to contribute in determining the causes of congestion, and evaluate the efficiency and effectiveness of implemented actions. To the extent

possible, this data collection program should be coordinated with existing data sources (including archived operational/ITS data) and coordinated with operations managers in the metropolitan area;

Identification and evaluation of the anticipated performance and expected benefits of appropriate congestion management strategies that will contribute to the more effective use and improved safety of existing and future transportation systems based on the established performance measures. The following categories of strategies, or combinations of strategies, are some examples of what should be appropriately considered for each area:

- Demand management measures, including growth management and congestion pricing
- Traffic operational improvements
- Public transportation improvements
- ITS technologies as related to the regional ITS architecture
- Where necessary, additional system capacity
- Identification of an implementation schedule, implementation responsibilities, and possible funding sources for each strategy (or combination of strategies) proposed for implementation; and
- Implementation of a process for periodic assessment of the effectiveness of implemented strategies, in terms of the area's established performance measures. The results of this evaluation shall be provided to decision-makers and the public to provide guidance on selection of effective strategies for future implementation.

Findings:

- The CMP does not meet regulatory requirements including, adequate definition of network, definition of performance measures and congestion, identification of strategies that are targeted to the congestion network, lacks an implementation plan, procedures for assessment.
- While there is value of the Transportation Management Center and positive impact on the congestion management process as both a data collection function and CMP strategy, there is no CMP framework in place outside of the TMC.

Corrective Actions:

- The CMP requires extensive redevelopment in order to demonstrate adequate definition of the network, definition of performance measures and congestion, identification of strategies that are targeted to the congestion network, and procedures for assessment. Prior to the next certification review SRTC must develop and initiate an implementation plan to address these issues. SRTC is encouraged to work closely with WSDOT, FHWA and FTA.

Comments/Recommendations:

- During this review, SRTC has demonstrated an understanding of the federal requirements and a willingness to work with WSDOT, STA, FHWA and FTA to address these compliance issues.

- There is a need to more clearly document the role the CMP plays in programming projects in the TIP and supporting the analysis of the investment decisions in the long-range plan (MTP).
- Ongoing improvements to the CMP should identify more clearly how SRTC will assess the efficiency and effectiveness of transportation investments made to manage congestion. Current performance measures (travel time and person hours of travel) may be adequate to identify when and where congestion exists but could limit the evaluation of a full range of options for managing congestion. Specifically, measuring the relative attractiveness and /or availability of public transportation (ridership, headways, and access) could lead to dramatically different implementation actions. SRTC should work with STA to consider additional performance measures that would capture benefits of investments beyond personal travel time.

ANNUAL LIST OF OBLIGATED PROJECTS

Regulatory Basis

23 CFR 450.332 requires that the State, the MPO, and public transportation operators cooperatively develop a listing of projects for which Federal funds under 23 U.S.C. or 49 U.S. C. Chapter 53 have been obligated in the previous year. The listing must include all Federally funded projects authorized or revised to increase obligations in the preceding program year and, at a minimum, the following for each project:

- The amount of funds requested in the TIP
- Federal funding obligated during the preceding year
- Federal funding remaining and available for subsequent years
- Sufficient description to identify the project or phase
- Identification of the agencies responsible for carrying out the project or phase
- The listing of projects, including investments in pedestrian walkways and bicycle transportation facilities, must be published or otherwise be made available in accordance with the MPO's public participation criteria for the TIP within 90 calendar days of the end of the program year. Further, cooperative procedures among the State, the MPO, and transit operators to submit the fund-obligation information necessary for this report should be set forth in the MPO Agreement [23 CFR 450.314(a)].

Findings:

- SRTC's List of Obligated Projects is not compliant with the referenced regulations. The list reviewed does not include transit projects, sufficient description to identify projects, Federal funds requested, or Federal funds available for subsequent years.

Corrective Actions:

- For the Annual List of Obligated Projects to be submitted for program year 2011 (no later than March 31, 2012), the SRTC is required to coordinate with STA, WSDOT and local agencies to develop the Annual List of Obligated Projects that is fully compliant with 23 CFR 450.332.

Comment/Recommendations:

- It is strongly recommended that SRTC work with FHWA and FTA to use FMIS and TEAM to access more timely and accurate obligated project information.

Public Meeting

The FHWA and FTA, held a public meeting in conjunction with the federal transportation planning certification review of the Spokane area, September 27, 2011 from 5:30 p.m. until 7:00 p.m. at the

Spokane Regional Transportation Council Conference Room Seven individuals attended the meeting in addition to representatives of the MPO staff WSDOT, STA, FHWA and FTA. Of those seven, 5 shared their concerns and interests regarding the planning process. The following is a summary of their comments:

- Concern about decision making regarding Barker Road and “Bridging the Valley” an SRTC consultant plan that impacts a local business with 11 employees.
- Concern that the planning process was not responsive to public involvement related to the “Strategic Visioning Process.” A letter was submitted expressing concerns the process that disregarded a light rail alternative as a part of the South Valley Corridor Study. Stated that no formal response was received from comments to consultant or SRTC.
- A commenter noted that the new interlocal agreement and the national financial crisis have created opportunities for creative thinking for prioritization. His perception is that all programs have a life cycle. The old model has changed and the existing Board may not be adapting to the new situation and may not have the discipline to address the budget process well. With few dollars, livable communities should dictate priority not expanded capacity. Considered that WSDOT has too high a profile in decisions and that 15 year-old infrastructure plans that are driving investment are out-of-date.
- A commenter expressed concerns that funding opportunities for jobs for the blind were being adversely impacted by transit route planning. That high unemployment of the blind is impacted by too many barriers.

No written comments were received.

Comments/Recommendations:

- Public meeting comments indicate that appropriate disposition of comments for all planning processes/documents was not communicated to the public. Review of the Public participation plan did not adequately answer this question, however, SRTC staff explained that more recent practices have addressed the issue.