



AGENDA

DATE: February 20, 2011
TO: Members of the Transportation Advisory Committee
FROM: Diana Wilhite, Safeguard Business Printing & Promotional Products, Chair
SUBJECT: TAC Meeting – **Monday, February 27, 2012** – 3:30 pm
SRTC: 221 W. First Ave., Suite 310, Spokane, WA

1. Call to Order.
2. Roll Call/Record of Attendance.
3. Approval of January 2012 Minutes.
4. Active Community Environments (ACEs) Grant Award for Complete Streets Policy Development – Eve Nelson
5. Inland Pacific Hub Update Presentation- Ryan Stewart
6. TAC Charter Update- Staci Lehman
7. Vision Integration into MTP; Core Values Evaluation- Eve Nelson
8. Land Use Update for Travel Demand Modeling- Kevin Shipman
9. TAC Member Comments.
10. Public Comments.
11. Staff Report.
12. Future Agenda Items.
13. Adjournment.

Next Meeting: March 26, 2012

MEETING MINUTES

Spokane Regional Transportation Council
Transportation Advisory Committee Meeting
Monday, January 23, 2012 – 3:30 pm
SRTC Conference Room, 221 W. First Ave., Suite 310, Spokane, WA

1. Call to Order/Welcome New TAC Members.

Diana Wilhite called the meeting to order at 3:30 p.m. and welcomed new TAC members.

2. Roll Call/Record of Attendance.

TAC Members Present

Kennet Bertelsen
Mark Brower
Chris Cargill
Barb Chamberlain
Matt Ewers
Sandra Jarrard
Ross Kelley
Paul Kropp
Jim Smith
Cheryl Stewart
Diana Wilhite

TAC Members Absent

Kitty Klitzke
Randy LaBeff

Staff

Kevin Wallace
Staci Lehman
Eve Nelson

Guests Present

Rich Burnett

3. Approval of December 2011 Minutes.

Paul Kropp moved to approve the minutes from the December 2011 meeting. Ross Kelley seconded. Barb Chamberlain asked that the minutes be corrected to show that Kitty Klitzke arrived for the meeting *before* she asked a question.

The Committee approved the minutes unanimously with that correction.

4. Old Business.

a. Vision Integration into MTP

Staci Lehman gave an update on the subcommittee that met in December to find a way to make policies out of the 'Big Moves,' or recommendations, included in the Transportation Vision Project final report. She reported that subcommittee members agreed on a process that involves combining some of the big moves, so there aren't so many, then making sure each has policies that address it. The next meeting of the subcommittee is Friday, February 10 at noon.

5. New Business.

a. TAC Terms

Matt Ewers came in at 3:36 p.m.

Ms. Lehman said she included a list of member terms in the meeting packet. They are also listed on a sheet of TAC member contact information to be given out later in the meeting, and each TAC member will receive for their files an official letter stating their term end date. Ms. Lehman said TAC terms will go through the end of each year, so if a member's term expires in 2012, they would serve through December 2012. If someone joins the TAC mid-year, they will serve out the remainder of that year, *then* start on their three year term.

b. SRTC Overview/Orientation

Ms. Lehman gave an overview on SRTC and the Transportation Advisory Committee for new members and to refresh the memories of current members. The presentation included the similarities and differences between Metropolitan Planning Organizations (MPOs) and Regional Transportation Planning Organizations (RTPOs); SRTC's member jurisdictions, core programs and functions; and structure and makeup of SRTC committees.

Mr. Kelley said the last bullet point on the 'TAC Role' slide, 'Participate in prioritizing regional projects,' is too generic as that is also a duty that the Transportation Technical Committee (TTC) takes on. Mr. Kelley and Mr. Smith agreed they like the old method of ranking projects where both committees got together to rank them at the same time so there could be discussion. Barb Chamberlain pointed out that it isn't the TAC's function to come up with a list that exactly matches the TTC's project list each time.

Paul Kropp said that the Board needs to have a dialogue with both committees on what prioritizing means and the TAC needs to be very vocal in that discussion. He also said the 'Connecting Washington' report provides a framework of what jurisdictions are expected to address when considering transportation investments for the future.

6. TAC Member Comments.

Ms. Wilhite asked Sandra Jarrard to discuss Greater Spokane Incorporated's recent annual trip to Olympia to advocate for Eastern Washington. Along with local elected and business leaders, SRTC's Kevin Wallace and TAC members Diana Wilhite, Barb Chamberlain, and Matt Ewers made the trip.

Ms. Jarrard said it looks as if a transportation package will not happen anytime soon, but transportation improvements could be funded through a JOBS bill to improve infrastructure. The soonest citizens will most likely be able to vote on ways to fund transportation

infrastructure is in 2014 so that a special election doesn't have to be held. WSDOT's Nickel Funding Package expires in 2013.

State Transportation Secretary Paula Hammond presented a bleak outlook to the group, saying there has been a big decrease in transportation projects statewide. Mary Margaret Haugen said she thinks design-build is the way to go. Design-build was used on the SR 532 bridge to Camano Island and the project was completed early and under budget.

Ms. Wilhite said none of the legislators the contingent talked to brought up a funding source based on vehicle miles travelled. Senator Mike Hewitt of Walla Walla suggested taxing electric cars and licensing bicycles for new funding, although Matt Ewers said he was mostly joking. Mr. Ewers said another option being discussed is taxing crude oil \$1.50 per barrel or tolling I-90 across Mercer Island. Cheryl Stewart said the Associated General Contractors (AGC) has talked with local trucking companies about a possible freight toll on the North Spokane Corridor and they seem to be okay with it.

Chris Cargill said he'd gotten a message that a bill has been proposed to toll the Alaskan Way Viaduct. He said money from I-90 tolling would be used for SR 520, not maintenance. Mr. Cargill left at 4:15 p.m.

Mr. Kropp said he plans to advocate that SRTC's efforts match the categories used in the Connecting Washington report as a way of translating our region's goals and plans to the State's. He asked that Ms. Lehman send a link of the report to TAC members.

Ms. Stewart said the AGC is hosting their annual convention on Thursday, February 2 at the Davenport Hotel. It will feature building and highway owners discussing upcoming projects and developments. Information is available at www.nwagc.org.

7. Public Comments.

There were no public comments.

8. Staff Report.

Ms. Lehman reported that the ForwardWashington.net website is now available to the public to look up transportation priority projects statewide. She also said SRTC's Policy Board approved the Metropolitan Transportation Plan and Transportation Improvement Program at their January meeting and SRTC was issued a letter of Air Quality Conformity by the USDOT. She handed out a list of Board members for 2012 and contact information for TAC members and informed the Committee that Jim Smith and Matt Ewers had been reappointed to the TAC by the Board.

Mr. Ewers asked about the status of the Bigelow Gulch project. Kevin Wallace said he believes it's close to moving forward and will provide information at the next meeting or give Mr. Ewers a call with that information. Mr. Kropp asked for an update on the Inland Pacific Hub project at the next meeting and would like to see the final report when it's available.

9. Adjournment.

The meeting was adjourned at 4:30 p.m.

Next Meeting: February 27, 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 20, 2012

TO: Members of the Transportation Advisory Committee

FROM: Eve Nelson, Senior Transportation Planner

SUBJECT: Active Community Environments (ACEs) Complete Streets Policy Development Subcommittee

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.

An additional year of funding for \$11,500 from ACEs has been committed to continue work on the integration of a Complete Streets policy into the MTP or develop project evaluation criteria.

Public Involvement

The Spokane Unified Transportation Vision and Implementation Strategy (the final report from the Transportation Vision Project) recommends promoting development of Complete Streets. Also, the 2009 Spokane Regional Pedestrian Plan 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.

Policy Implications

A Complete Streets or multi-modal policy specific to the needs of Spokane, coupled with the development of project evaluation criteria at the MPO/RTPO level, will have region-

wide impact in changing the decision-making process so that all users are routinely considered during the planning, design, building and operating of roadways.

A Complete Streets policy at the regional level will inherently address transportation choices for all; including at-risk communities, the young, the aging, the disabled and those without access to vehicles.

A Complete Street policy will help achieve the Washington State Bicycle Facilities and Pedestrian Walkways Plan (2008) goal to double the percentage of total trips made by walking and biking in the next 20 years.

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

SRTC will have an impact on providing opportunities for physical activity within our community in efforts to combat obesity and related chronic disease.

Technical Implications

Technical implications will become clear after subcommittee discussions occur.

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 in pursuing 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.

On February 9, 2012 the SRTC Policy Board selected members of the Board to serve on a subcommittee with an additional representative from the TTC and the TAC. Diana Wilhite is the TAC representative as she volunteered at the February 9 Board Meeting.

Requested Action

For information and discussion.



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MEMORANDUM

DATE: February 20, 2012
TO: Members of the Transportation Advisory Committee
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 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. I expect to present the final report for review 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.

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

None

Prior Committee Actions

None

Requested Action

For information and discussion.



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MEMORANDUM

DATE: February 20, 2012
TO: Members of the Transportation Advisory Committee
FROM: Staci Lehman, Public Education/Information Coordinator
SUBJECT: TAC Charter Update

Summary

A subcommittee to review and update the current TAC and TTC Charter and Bylaws met on February 16 to begin the process. The group agreed that the governing documents for both Committees should be called 'Bylaws' (instead of the TAC's current 'Charter') and that both sets of bylaws could be included in a single document that uses a preamble to describe the purpose of advisory committees at SRTC, followed by paragraphs that describe the unique roles/purposes of both the TTC and TAC. The bylaws for each Committee will be listed separately within the combined document.

The group developed a draft preamble and identified several topic areas they would like to see addressed in the bylaws; including membership, attendance, officers, the decision-making process, rules of order, subcommittees, meetings, functions and staffing. Subcommittee members agreed the bylaws will *not* include a list of 'duties' contained in the current TAC Charter.

The draft preamble and suggested topic areas are attached. Verbiage from the current TAC Charter has been dropped into each topic area to be discussed and edited at the TAC meeting, so please bring suggested wording with you.

Public Involvement

A subcommittee to update the TAC and TTC Charter and Bylaws was formed in early February. It consists of four members of the TTC (Inga Note, Karl Otterstrom, Mike Frucci, and Chad Coles), five members of the TAC (Jim Smith, Ross Kelley, Sandra Jarrard, Paul Kropp and Diana Wilhite), one member of the general public (Doug Smith), and the TTC's small towns and cities representatives were invited to attend to participate in the discussion about TTC membership. Another meeting of the subcommittee will be scheduled at a later date.

Policy Implications

The updated bylaws will spell out the TAC's policies and procedures and guide how the Committee operates. The current TAC Charter says that the document should be reviewed annually and updated as needed.

Technical Implications

None

Prior Committee Actions

None

Requested Action

Please review the attached draft TAC Bylaws document and bring any suggested verbiage with you to the February 27 meeting.



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MEMORANDUM

DATE: February 20, 2012
TO: Members of the TAC
FROM: Eve Nelson, Senior Transportation Planner
SUBJECT: Vision Integration into the 2013 Metropolitan Transportation Plan

Summary

The SRTC Unified Transportation Vision (final report from the Transportation Vision Project) was adopted in June 2011. A series of “Big Moves” and recommendations were made in the document. In order to merge the work of the Vision project into the upcoming 2013 Metropolitan Transportation Plan (MTP), a Subcommittee of the TAC was created to start the process. The Subcommittee has met two times and is specifically working on drafting Core Values and Guiding Principles to start the draft policy framework for the MTP.

Public Involvement

The Spokane Unified Transportation Vision and Implementation Strategy had significant public involvement. The upcoming 2013 Metropolitan Transportation Plan will also have multiple opportunities for public involvement.

Policy Implications

Developing Core Values and Guiding Principles will help guide the direction of the upcoming MTP and impact transportation planning in the region. SRTC staff would like to have a draft of the Core Values and Guiding Principles by April or May of 2012.

Technical Implications

Technical implications will become clear after the Core Values and Guiding Principles are reviewed by the SRTC Policy Board.

Prior Committee Actions

The SRTC Policy Board adopted the Spokane Unified Regional Transportation Vision in June 2011. Also, members of the TAC were selected to create a subcommittee to work on forwarding the work of the Vision project into the upcoming 2013 MTP in late 2011.

Requested Action

For information and discussion.



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MEMORANDUM

DATE: February 20, 2012
TO: Members of the Transportation Advisory Committee
FROM: Kevin Shipman, GIS Analyst
SUBJECT: Land Use Update 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 developing a plan to implement this land use update for the model. First staff must prepare land use for the 2010 base year. The update also involves forecasting both population and employment to the year 2040, and devising methods for distributing the forecasted growth to the Transportation Analysis Zone (TAZ) level.

For the 2010 base year, SRTC is using established data sources for land use. Housing unit counts are direct from the 2010 decennial census. Since the base year coincides with the 2010 census, building permit data is not being used to supplement census data. For employment based land use SRTC is using primarily data from Washington State's Employment Security Department. Also used is data from Washington State's Department of Health. Lastly, information is researched by staff for school/university data and cases where employers with multiple locations are reported to only one location.

SRTC staff is considering use of Washington State's Office of Financial Management (OFM) population forecasts for the year 2040. OFM forecasts a low, medium, & high range. Staff will review the OFM range of 2040 forecasts when a draft version of it is released this month. A final forecast is scheduled to be released at the end of March. Staff will review the forecasts including its documentation, data sources and methodology, as well as compare the forecasts with other forecast sources.

SRTC staff is reviewing the Land Quantity Analysis (LQA) as a method to distribute the 2040 forecast to the TAZ level. The LQA uses a regionally adopted, standardized methodology to assess the capacity for future growth on a parcel by parcel basis. Most

local jurisdictions completed their LQA in 2010. Spokane County compiled local LQAs into a report in 2010; this report was updated and re-released in May 2011. Staff is working with local land use planners on ways to incorporate the LQA as a method of distributing the 2040 population forecast SRTC eventually adopts.

For employment forecasts, traditionally SRTC has used a compounded annual growth rate. Staff will review the current and potential forecasted ratio between employment & population and use it as a reference for forecasting. SRTC will review employment growth rates used in the past and collaborate with local planners and experts in developing an employment forecast. As has been done in the past, SRTC will place future employment growth in partnership with planners from local jurisdictions. Various planning tools such as zoning regulations, comprehensive plans, local development trends, land use patterns, available lands and urban growth areas are used to assist in the process.

Public Involvement

None.

Policy Implications

This land use update is a key component 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

The land use update is a fundamental technical aspect 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

None.

Requested Action

For information and discussion.