



DATE: June 18, 2018
TO: Members of the Transportation Advisory Committee
FROM: Kennet Bertelsen, Chair
SUBJECT: Agenda for TAC Meeting – **Monday, June 25, 2018– 3:00 p.m.**
SRTC, 421 W Riverside Ave, Suite 504 (The Paulsen Building)

AGENDA

1. Call to Order
2. Roll Call/Record of Attendance
3. New Member Introductions
4. Public Comments
5. TAC Chair Report on SRTC Board of Directors Meeting (*Kennet Bertelsen*)
6. **Action** – Approval of April 23, 2018 Meeting Minutes Page 2
7. **Action** – Approval of May 23, 2018 Meeting Minutes Page 6
8. **Information & Discussion** Page 8
2018 Call for Projects – Funding Recommendation Exercise
(*Anna Ragaza-Bourassa & Mike Ulrich*) 60 – 75 min.
9. TAC Member Comments/Roundtable
10. Staff Report
11. Adjournment

Next Meeting: July 23

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MEETING MINUTES

Spokane Regional Transportation Council Transportation Advisory Committee
 April 23, 2018
 421 W Riverside Ave Suite 504, Spokane, Washington

1. Call to Order

Chair Kennet Bertelsen brought the meeting to order at 3:00 pm.

2. Roll Call

Committee Members Present

- | | | | |
|--------------------|------------------|---------------------|-------------------|
| • Kennet Bertelsen | • John Dietzman | • Rosemarie Schmidt | • Tom Trulove |
| • Greg Francis | • Donald Moore | • Jim Simon | • Margaret Watson |
| • Fred Beaulac | • Robert Race Sr | • Greg Szabo | |

Committee Members Not Present

- Yolanda Lovato

Guests

Paul Kropp

Staff

Sabrina Minshall	Executive Director	Anna Ragaza-Bourassa	Senior Transportation Planner
Eve Nelson	Senior Transportation Planner	Greg Griffin	Administrative Services Mgr.
Julie Meyers-Lehman	Administrative Assistant		

3. Public Comments

There were no public comments.

4. TAC Chair Report on SRTC Board of Directors Meeting

Chair Bertelsen provided a summary of the April 12 Board meeting.

5. Approval of March 26, 2018 Meeting Minutes

Mr. Francis made a motion to approve the minutes as presented and Mr. Dietzman seconded. A vote was taken and the motion passed unanimously.

6. Recommendation to Adopt TAC Mission Statement

Chair Bertelsen read the draft mission statement: *“The Transportation Advisory Committee (TAC) serves as an essential public participation forum for transportation planning products, plans, and policies for the Spokane Regional Transportation Council (SRTC). It serves as liaison between SRTC Staff and the residents of Spokane County regarding transportation issues. Its members are vigilant to represent the citizens of their area, both geographically and ideologically. They bring varied input to the TAC’s planning functions by calling on a wide range of citizens’ talents, civic interests and disciplines (both professional and lay). The committee serves to make recommendations to the SRTC Board regarding SRTC plans, planning products, or policies throughout the planning process.”*

Mr. Dietzman made a motion to recommend Board approval of the TAC Mission Statement; Mr. Race seconded.

Chair Bertelsen then opened the item for discussion. The group debated the meaning of several key words, deleted some words, added other phrases, and edited the statement to arrive at: *“The Transportation Advisory Committee (TAC) serves as an essential public participation forum for transportation planning products, plans and policies for the Spokane Regional Transportation Council (SRTC). It is a liaison between SRTC Staff and the diverse population of Spokane County regarding transportation issues. Its members represent a wide range of talents, civic interests and disciplines (both professional and lay). The committee makes recommendations to the SRTC Board.”*

A vote was taken to recommend Board approval of the TAC Mission Statement as amended. The motion passed unanimously.

7a. 2019 Unified Planning Work Program (UPWP)

Mr. Griffin stated the UPWP is SRTC’s workplan for the upcoming State Fiscal Year; it is a planning, budget and source of operations funds document. He said a link to the draft version had been emailed to all TAC members about ten days ago and the deadline for submitting comments is May 1 and stated the UPWP will be presented to the SRTC Board for approval in June. Mr. Francis asked if they were supposed to focus only on Task 7 Planning & Consultation Studies. Mr. Griffin replied not necessarily; it would be helpful for members to review the entire document but perhaps to pay special attention to Task 7 because that section is different from last year. He said the rest tasks are very similar to last year’s because WSDOT guidance had few changes.

7b. SRTC Education Series Public Outreach

Ms. Minshall announced the following upcoming education events:

- May 23 – Joint TAC/TTC workshop on walkability. The workshop will go from 11:45 to 5:00 and the schedule is lunch, a brief TTC business session followed by a consultant led workshop and walking tour. She asked the group to please RSVP to Staci Lehman if they plan to attend.
- June 6 & 7– Discussion panel on roundabouts. An evening session on June 6 will be open to the public and therefore the dialogue will be less technical. On the morning of June 7 the session will be more technical in nature as the target audience is staff from local agencies and jurisdictions. It will be held at CenterPlace in Spokane Valley.
- July 10 – presentation by former Oklahoma City Mayor Mick Cornett who will talk about the interactions between transportation, land use and community building. There will be two sessions: one open to the public and another more technical session.
- September 13 – Joe Minicozzi, a real estate developer consultant from North Carolina is coming to speak about how development. He will be speaking about how the type of developments in which communities invest relates to tax revenues and transportation. There will be two separate sessions for this speaker as well.

Ms. Minshall said the public sessions will be held at large venues, encouraged the group to invite other people, and to let SRTC staff know if they need printed or other types of materials about the events to distribute to their other organizations; they will be happy to provide them.

Ms. Minshall provided status on the SRTC Monthly Messaging program. She stated the topic for next month is bicycle safety and listed many of the locations where the posters will be displayed.

7c. Call for Projects – Guiding Principles Background and Integration into Selection Criteria

Ms. Nelson provided a history and purpose of the SRTC Guiding Principles (GP), which are the foundation of Horizon 2040 (the long range metropolitan transportation plan) which was adopted in 2013 and noted the original seven GP were created by the TAC and TTC in 2012. She said when Horizon 2040 was being updated in 2017, the TAC revamped the guiding principles, adding a new year-round transportation system policy, improved

language, eliminated redundancies and changed the number of GP to six. Ms. Nelson said in 2017 the TAC also reviewed all policies and noted in which plans/programs/strategies the policies are being implemented.

Ms. Ragaza-Bourassa said she will address one of the ways in which the guiding principles are used; for project selection in the call for projects process. She said in the current call for projects application, each guiding principle has a section of questions applicants must answer. She noted at the June TAC meeting the group will be asked to recommend weighting the guiding principles to help develop the TAC recommendation to the Board.

She addressed each guiding principle and elaborated on the types of questions in the call for projects application that pertain to each one.

Ms. Ragaza-Bourassa said copies of the call for projects application were available to anyone who would like a copy. She noted that in the application each GP section is weighted equally with 50 points each. In the past, calls for different project types were done in separate years; for example, one year would be Congestion Management Air Quality (CMAQ) and therefore the GP that impacted air quality were weighted a higher than the others; she said the priority for projects came from the intent of the funding. She provided a history of funding percentages and noted this time SRTC is accepting project applications for all three funding sources, making so it's difficult to weight one GP over another. She said since the TAC helped to create the GP, staff felt it made sense for the TAC to provide input on how they should be weighted.

Group discussed the point values for application questions. Ms. Minshall pointed out all staff involved in developing the application were trying to make this process as quantitative as possible, although there are some questions where a qualitative narrative is necessary.

Ms. Ragaza-Bourassa stated the TAC will make a recommendation to the Board on a list of projects to fund and staff felt TAC should decide if weighting GP equally is important or if some should be more important. She said staff can bring a weighted version of the list of projects to the TAC to help inform the group's recommendation.

8. TAC Member Comments/Roundtable

Mr. Dietzman spoke about an upcoming Planning Commission discussion regarding downtown building height restrictions.

Mr. Simon announced the Washington Bike Summit is being held in Spokane this year on April 29-30.

Mr. Beulac said the Washington Trucking Association meeting will be held on May 19-20.

Mr. Trulove stated the Freight Mobility Strategic Investment Board received 18 applications in their recent call for projects and seven are from this region. He said the process will be very competitive and they hope to have decisions made by June 1.

Ms. Schmidt said the Master Gardeners are holding a plant sale at the County Extension office on April 28.

Chair Bertelsen noted that road construction is ramping up in the area and SRTC has many resources available on their website to find out where projects are happening and how to find alternate routes.

9. Staff Report

Ms. Minshall said the City of Spokane Valley's Barker Rd/BNSF Grade Separation project is fully funded. She announced that another round of federal TIGER (Transportation Investment Generating Economic Recovery) funding has just become available but the program recently changed its name to BUILD (Better Utilizing Investments to Leverage Development)

10. Adjournment

There being no further business, the meeting adjourned at 4:12 pm.

Julie Meyers-Lehman
Recording Secretary

MEETING MINUTES

Spokane Regional Transportation Council Transportation Advisory Committee
 May 23, 2018
 421 W Riverside Ave Suite 500, Spokane, Washington

1. Call to Order

Vice-Chair Greg Francis brought the meeting to order at 12:01pm.

2. Roll Call

Committee Members Present

- Jim Simon • Greg Francis • Rosemarie Schmidt
- John Dietzman • Donald Moore • Greg Szabo

Committee Members Not Present

- Fred Beaulac • Yolanda Lovato • Margaret Watson
- Kennet Bertelsen • Robert Race Sr • Tom Trulove

Guests

Staff

Mike Ulrich	Senior Transportation Planner	Sabrina Minshall	Executive Director
Staci Lehman	Communications Coordinator		

3. Public Comments

There were no public comments.

4. Approval of April 23, 2018 Meeting Minutes

Approval of the April Minutes was deferred to the June meeting due to the lack of quorum.

6. Draft State Fiscal Year 2019 Unified Planning Work Program (UPWP)

Ms. Minshall gave a brief explanation of the document's purpose. She explained that the document is federally required, contains more deliverables, and has a closer tie to the budget than previous versions. She stated that the UPWP was reviewed by a panel which included, WSDOT, FHWA and STA. The comments received during that review were incorporated into the final version. To allow for more complete committee input, Ms. Minshall stated she would prefer for SRTC to go to a two-year work program as well as a two-year budget. Performance measures and how they were applied to a regional strategy is another area where the document was strengthened. Mr. Dietzman asked if the document would remain static so the document doesn't become too large. Ms. Minshall responded that if we go to a two-year document, that concern can be addressed.

John Dietzman moved to recommend the adoption of the 2019 Unified Planning Work Program to the Board. Donald Moore seconded. The motion passed unanimously.

7. Staff Report

Staci Lehman gave an update on the Education series by mentioning the upcoming Roundabout discuss happening at Centerplace. Mr. Ulrich regrettfully informed the committee that he learned last week that Yolanda Lovato has passed away.

8. Adjournment

There being no further business, the meeting adjourned at 12:15 pm.

Mike Ulrich
Senior Transportation Planner

MEMORANDUM

DATE: June 18, 2018
 TO: Members of the Transportation Technical Committee
 FROM: Anna Ragaza-Bourassa, Senior Transportation Planner
 SUBJECT: 2018 Call for Projects Funding Recommendation Input

Summary

SRTC released a call for projects on March 9, 2018 to award SRTC’s allocation of federal funds to local projects. The total estimated amount made available through this call (4 years of funding) is \$26.2 million. Please note that these numbers have been updated from the initial estimates based on the federal fiscal year (FFY) final allocations, which went down for some programs.

We have received 49 project applications with an extremely diverse range of project types and sizes ranging from capital improvement projects, transit, bike and pedestrian, transportation demand management programs, roadway preservation and planning studies.

As you may recall from your April meeting, SRTC staff reviewed the six Guiding Principles in Horizon 2040 along with how they were included in the selection criteria for the call for projects. We will be revisiting this information again and asking for input on how to weight the Guiding Principles. Please come prepared to provide a community perspective to that discussion. The TAC recommended weighting will be applied to the list of projects for review and discussion at the July TAC meeting. Ultimately, the TAC will recommend a prioritized list of projects to the SRTC Board for their consideration.

SRTC Call for Projects Remaining Schedule	
June 25, 27	TAC, TTC meeting – provide input on funding strategies and review preliminary results.
July 12	SRTC Board - review preliminary results
July 23, 25	TAC, TTC Meeting - recommend prioritized lists of STBG, CMAQ and STBG Set-Aside projects to fund and contingency lists for Board approval
August 9	SRTC Board – Approve STBG, CMAQ & STBG Set-Aside projects to fund and contingency lists.
August – October	2019-2022 TIP programming and development process which includes a 30-day public comment period on the draft TIP.

Public Involvement

This item was presented at multiple committees, TTC, TAC and SRTC Board of Directors meetings, which were open to the public.

Policy Implications

The application is crafted in a way that prioritizes projects that implement the goals, policies and strategies outlined in Horizon 2040. The SRTC Board of Director's will be asked to select projects at the August meeting.

Technical Implications

As stated in the Goals and Objectives section of the 2018 TIP Guidebook, SRTC will fully program annual allocations of regional (STBG, CMAQ and STBG Set-Aside) funds. This upcoming call for projects is a critical step for SRTC to select projects for these regional funds.

Prior Committee Actions

The SRTC Board of Director's took action on principles of investments at their March 8, 2018 meeting.

Requested Action

For information and discussion. Preliminary results will be presented at the July meeting in a way that utilizes the input that we receive in June.