

Transportation Advisory Committee Meeting Agenda

Date: Monday, July 27

Time: 3:00 pm

Location: Zoom Meeting

To Join Zoom Meeting

<https://us02web.zoom.us/j/9394879626?pwd=ZFRmL2RJTkx4SGowV2YwOUdxMGVTZz09>

Meeting ID: 939 487 9626 | Password: 234239 | Phone-in Option: Dial 1-253-215-8782

3:00 1. **Call to Order/Roll Call**

ACTION ITEMS

3:00 – 3:02 2. **Approval of June 22 Meeting Minutes** (Attachment 1)

INFORMATION and DISCUSSION ITEMS

3:02 - 3:07 3. **TAC Chair Report on SRTC Board of Directors meeting**

4. **Creation of TAC Work Plan**

- 3:07 - 3:17 a) Review example of deliverables for the top “work plan areas” identified from survey at June meeting (Attachment 2)
- 3:17 - 3:33 b) Narrow down identified work plan areas to the top three
- 3:33 - 3:53 c) Break into small groups on top three work areas
1. Define the why statements for work plan areas
 2. Describe how TAC work on the item can help the SRTC Board
 3. Revise or refine deliverables
- 3:54 - 4:25 d) Present work from small groups to committee
- 4:25 - 4:50 e) Revise if necessary. Confirm draft work plan is agreeable to present to the Board for input

4:50 5. **Adjournment**

MEETING MINUTES

Spokane Regional Transportation Council
Transportation Advisory Committee (TAC) Meeting
Monday, June 22, 2020 – Zoom Virtual Meeting

1. **Call to Order/Roll Call** - Chair Kennet Bertelsen brought the meeting to order at 3:03 pm.

Members Present:

Kennet Bertelsen	Dave Richardson
Raychel Callary	Melanie Rose
Todd Coleman	Kieran Sprague
Liz Hall	Janet Weldon
Carlie Hoffman	Rhonda Young

Guests:

Katie Herzog, Gonzaga University
Paul Kropp

SRTC Staff Present:

Sabrina Minshall, Executive Director
Kylee Jones, Associate Transportation Planner II
Julie Meyers-Lehman, Admin-Exec Coordinator

ACTION ITEMS

2. **Approval of Minutes** - Chair Bertelsen called for discussion or edits to the minutes; there was none.

Mr. Coleman made a motion to approve the May 26, 2020 meeting minutes as presented. Mr. Richardson seconded the motion. Motion passed unanimously.

3. **Approval of Revised Agenda** – Chair Bertelsen announced that the revisions were just a modification of the order in which two of the items would be presented.

Ms. Rose made a motion to approve the revised agenda and Ms. Young seconded. All votes were in favor.

INFORMATION AND DISCUSSION ITEMS

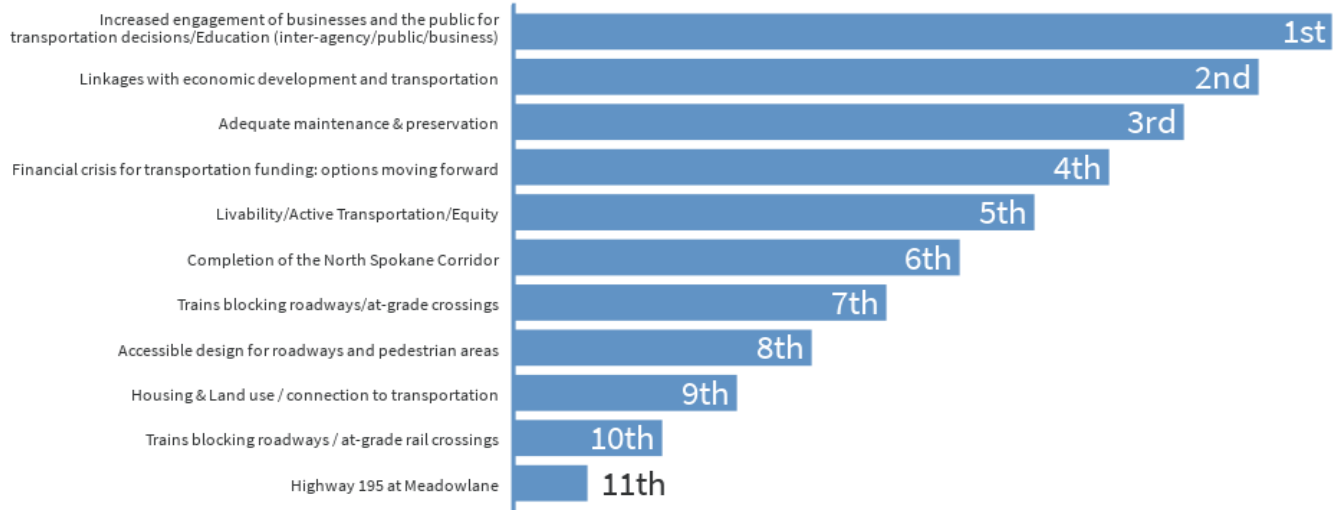
4. **TAC Chair Report on SRTC Board of Directors Meeting** – Chair Bertelsen provided a summary of the June 11 Board meeting. He called for questions and there were none.

5. **Identify: Development of TAC Work Plan**

6. **Overview of the Transportation Project Development Process** - Ms. Minshall provided a high-level introduction of how the projects from member agencies'/jurisdictions' that receive funding through SRTC move from inception to construction. The group discussed the public outreach process by jurisdictions and by SRTC.

7. **Deliberate: Large Group Discussion(a) Group discusses and decides top 5 to create draft TAC work plan (b) Polling exercise as a group to select overall top 5 (c) Discuss incorporation of Selected Engagement Areas into TAC Work Plan** – Each of the small group topic area lists were combined into an online ranking poll; the members voted on their preferred prioritization. The group discussed combining several topic areas into one as they were very interrelated, requested additional wording to other topic areas for clarity, and noted one item was listed twice in error. The preliminary first draft list for TAC work plan focus areas (not including the revisions) is as follows:

TAC Work Plan Focus Areas



The group then discussed at length what the next steps in the process would look like; Ms. Minshall stated the “how and why” of work plan creation is the difficult task now facing the TAC; staff is welcoming all suggestions. While there was considerable discussion, no conclusions were reached. Ms. Minshall said the revised topic list will be emailed to members.

8. **Deliberate: Large Group Discussion (a) Discussion of next steps and assignments to incorporate top 5 engagement area into the work plan, prepare the work plan and scheduling (b) How will the TAC engage the Board (c) Future meeting prep** – The meeting ran out of time and this item will be covered at the next meeting.
9. **Adjournment** – There being no further business, the meeting adjourned at 5:10 pm.

Julie Meyers-Lehman,
Acting Recording Secretary

CREATION OF TAC WORK PLAN

Parts A & B – Proposed Work Plan Areas:

1. **Increased engagement of businesses and the public for transportation decisions, education/interagency/public/business**

- Review the SRTC Public Participation Plan (PPP) and provide personal examples of how it could benefit your organization/business for changes prior to update being adopted (Dec 2021).
- Review and make recommendations for outreach (public and stakeholders) for SRTC efforts (in compliance with PPP). How can each individual TAC member be a part of this? Can messaging your organization positively help SRTC? What concerns do your constituents have?
- Recommendations of best practices and applicability for public and stakeholder outreach within the context of COVID-19 recommendations and virtual meetings
- Title VI and equity in planning – is it addressed in the PPP? If not, how can we improve? Or should it be addressed elsewhere?

2. **Linkages economic development and transportation**

- Review best practices and create a briefing paper of the linkages with economic development and transportation.
- Develop regional metrics for transportation investments and economic impact
 - How are places quantifying this? How is it measured? How does it apply to private and public transportation investments? How is the relationship reciprocal? Economic or land use investments causing perception of need for transportation investments. What is the measurable economic impact of different types of transportation investments? Capacity projects, maintenance and preservations, active transportation, travel demand management, etc. Provide written report of finds with examples and comparative analysis.
- Make recommendations of how to communicate the issue to public and stakeholders. The TAC can be of benefit to spread the messaging to our organizations.
- Identify stakeholders/partners: Public development authorities, business districts, Chamber of Commerce

3. **Financial crisis for transportation: Options moving forward**

Adequate maintenance and preservation

- Review the two parts of the MTP Financial Assessment as completed.
- Make recommendations for investments levels (part 2 of financial forecast) when revenues don't meet current projected expenditures?
- Develop and assist in survey for public (between phases 1 and 2 of financial forecast) of priorities due to gap of revenue and needs
- How do we quantify the impact (measurements) of maintenance and preservation? Is there something lacking in current prioritization? What is the true or perceived need over 20 years and with deferred maintenance?
- What is the marketing messages around importance of m/p. Recommend public campaign.
- What are the financial options for additional revenue- what recommendations does TAC make for Board consideration? Pros/cons

- Public Private Partnerships – What are the benefits? Provide examples. Who are the stakeholders? Challenges/opportunities.

4. Trains blocking roadways- at grade crossings

- Review status and history of Bridging the Valley
- Review in context of financial assessment
- Review and provide comment (recommendations) of SRTC Freight plan (currently in progress). What are the economic impacts of delay at crossings? Do delays affect your organization?
- Recommendations of priority projects/programs to address the issue (with financial constraints). How do priorities tie to economic benefit or public perceived safety concerns?
- Review and summarize other best practices
- Summarize and recommend any innovations or pilot projects to address
- Recommend metrics to measure success
- Develop outreach PR Campaign
- Understand perspective of private railroad companies. Have guest speaker- encourage dialog. What issues and opportunities do they face? How can we help in this region? Any process improvements?

5. Housing and land use connection to transportation

- Review best practices and understand connection
- Engage with Realtor Association/Developers
- Develop briefing paper of reciprocal relationship between housing and land use investments
- Make recommendations of outcomes to be achieved
- Develop policy options with pros and cons of policies
- Innovation or pilot program or project ideas/examples
- Identify potential partnerships- affordable housing developers, etc.

6. Livability/Active transportation/equity/Accessible design for roadways and transportation

- Develop briefing papers: What lessons can we learn from the health crisis that can be applied to non-single occupant vehicle forms of transportation investments?
- What design considerations should be in place in projects?
- Is there regional design standard? If not, should there be? Provide assessment of review and examples. Current City of Spokane standards, NACTO standards/recommendations
- How can transportation be important in providing access to economic opportunity for those who can't or chose not to drive?
- Recommend investment level
- Recommend performance metric for investment
- Active transportation during and after COVID 19: What are the metrics, bike/ped increase, roads closed to traffic for more public space, downtown parking, curbside cafes. What are the next steps? What do we want Spokane County future to look like?

Part C & D – Small Group Discussions:

For each topic:

1. Why is this important?
2. How is it tied to the M/V/V of SRTC?
3. What is the question to be answered? What is the “problem” statement? How do we innovate around the issues?

4. What are the deliverables:
 - a. Recommended regional policies for the MTP
 - b. Engagement of the public and stakeholders on the topic
 - c. Recommendation of Investment levels or investment considerations
 - d. Detailed descriptions of the content issues, or interrelatedness of an issue to transportation (white paper concept)
 - e. Project or program ideas, especially pilots
 - f. Recommendations for measurements, objectives and metrics for success

Part E – Large Group Discussion:

1. What is the schedule?
2. What do the recommendations to the Board mean and how does it help the Board; Hear a variety of ideas, well vetted from diverse perspectives, innovation, look at issues regionally not by jurisdictions. Outreach to public and stakeholders. Pros and cons to policy/program recommendations. Trade off discussions.