

Transportation Advisory Committee Meeting Agenda

Date: Monday, August 24

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

3:02 2. Approval of July 27 Meeting Minutes

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EDUCATION ITEMS

3:03 3. DivisionConnects Study (*Jason Lien*)

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3:13 4. US 195 / I-90 Study (*Ryan Stewart*)

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3:23 5. Chair Report on SRTC Board of Directors meeting

n/a

INFORMATION and DISCUSSION ITEMS

3:26 6. TAC Member Discussion: TAC Work Plan Finalization

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3:45 7. TAC Work Plan Finalization Conversation with Members of the SRTC Board of Directors and Transportation Technical Committee

4:30 8. Adjournment

MEETING MINUTES

Spokane Regional Transportation Council
Transportation Advisory Committee (TAC) Meeting
Monday, July 27, 2020 – Zoom Virtual Meeting

1. Call to Order/Roll Call - Chair Kennet Bertelsen brought the meeting to order at 3:02 pm.

Members Present

Kennet Bertelsen
Raychel Callary
Todd Coleman
Liz Hall

Carlie Hoffman
Dave Richardson
Melanie Rose
Rhonda Young

Guests:

Paul Kropp

SRTC Staff Present:

Sabrina Minshall, Executive Director
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.

Ms. Rose made a motion to approve the June 2020 meeting minutes as presented. Ms. Young seconded the motion. All votes were in favor.

INFORMATION AND DISCUSSION ITEMS

3. TAC Chair Report on SRTC Board of Directors Meeting – Chair Bertelsen reported on the topics and discussions covered at the July 9 Board meeting.

4. Creation of TAC Work Plan – Chair Bertelsen referred to the proposed plan work areas document and said these topics came out of last month's discussions about what this group is going to do and how. He said he would like the group to come to a consensus of the top three areas, then break into small groups to evaluate further.

Ms. Minshall said the proposed work plan area document contains examples/suggestions of what the work might look like; it can be used as a guide, but the TAC is going to select the topics and make the work plan their own. She said the goal of today's meeting is to end with a draft work plan. Chair Bertelsen confirmed that the document provided is meant to be a conversation starter.

The group discussed each of the six potential topic areas:

1. Increased engagement of businesses and the public for transportation decisions, education/interagency/public/business
2. Linkages with economic development and transportation
3. Financial crisis for transportation: Options moving forward
4. Trains blocking roadways – at-grade crossings
5. Housing and land use connection to transportation
6. Livability/Active transportation/equity/accessible design for roadways and transportation

The group discussed at length. Some comments included;

- Topic 5 may be able to be incorporated into economic development
- Topic 6 feeds into a lot of the other topics and could be absorbed into those
- Topic 3 is a little tricky and contains a lot of unknowns; not sure what the TAC could bring to the table with this one. Or perhaps the TAC's work could follow what the efforts done by the consultants for the MTP Financial Forecast.
- It might be a bit premature to address Topic 5 and land use right now; later when the technical work for the MTP land use update is complete the TAC could re-visit this.

The group came to a consensus on topics 1, 2 and 6, with the understanding that topic 3 can be worked into each. Ms. Minshall suggested prioritizing the list so the Board can provide better feedback.

Members chose which of the three topic areas they were most interested in. The meeting divided into small groups for discussion of the “why” statements, revising/defining deliverables and describing how the TAC could work on the item to help the Board.

At 4:00 the entire group reconvened to elaborate what had been discussed in the small groups. Comments included:

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

- There are different areas to increase awareness and engagement.
- Create a social media policy that the TAC can engage in
- Guerilla marketing – target geographic areas where new projects are happening
- Have an intentional event and outreach plan.
- Identify areas where the TAC has influence to inform people
- Go above and beyond for integrity and transparency
- Look for more engagement and collaboration and encourage the Board to do it as well.
- Mr. Coleman spoke about how the success of the social media/digital outreach for S3R3.
- Ms. Hoffman reported on the digital outreach done by Spokane County Libraries.
- Title VI outreach has to happen early and often – at the time of project implementation is too late

Topic 2 – Linkages with economic development and transportation

- Transportation is vital to industry and industry provides vital economic impacts to the region
- The TAC can provide a perspective on what is regionally significant from a non-technical standpoint
- Identification of the relationship between industry and different government agencies
- Relationship between economic development and transportation infrastructure preservation and maintenance
- Capacity is key for both businesses and individual system users
- Ability to add capacity without adding asphalt.

Topic 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?
- This topic is important because:
 - changing personal mobility patterns (walk, bike)
 - working from home COVID, post-COVID
 - parallel among accessibility and freedom, quality of life affected by accessibility
 - design for accessibility first are beneficial for everyone
 - social equity and transportation – free transit model, alternate funding models

After deliberation, the group decided that all the notes/comments would be compiled into a draft TAC Work Plan document by staff, distributed to all members for editing, and then forwarded to the Board either in the August Board Packet, by email from the TAC Chair or both.

Adjournment – There being no further business, the meeting adjourned at 4:49 pm.

Julie Meyers-Lehman,
Acting Recording Secretary

To: Transportation Advisory Committee

August 18, 2020

From: Jason Lien, AICP, Principal Transportation Planner

Topic: **DivisionConnects: Project Update**

Requested Action:

None. For information and discussion.

Key Points:

- The Division Study is a multi-jurisdictional effort to analyze transportation alternatives and land use, including implementation of bus rapid transit (BRT), in the Division Street study area. The Division Street Corridor Study has been rebranded as *DivisionConnects*.
- This memo provides an update on steps completed to date and upcoming milestones.

Board/Committee Discussions:

Emphasizing a regional approach to major transportation corridors was born out of the SRTC Board's strategic plan in late 2017. Funding for the Division Street Corridor Study was approved by the SRTC Board in March 2018; consisting of a \$400,000 STBG set-aside as part of the 2018 SRTC Call for Projects. The Board authorized execution of the consultant contract at the September 2019 meeting. The Board was last briefed at their June 2020 meeting and the TTC at their July 2020 meeting. The Division Street Corridor Study is identified in SRTC's 2-year Unified Planning Work Program (UPWP).

Public Involvement:

The study process will involve extensive public engagement. A project website is active (divisionconnects.org). An online questionnaire launched in April and closed on August 14. A series of new online questionnaires are in development that will ask about more specific transportation elements in the Division Street corridor. Information about the project has been distributed through Neighborhood Councils, newspaper, email lists, agency newsletters, and social media.

Supporting Information/Implications:

DivisionConnects is a coordinated planning effort with Spokane Transit Authority (STA) to engage the community and analyze opportunities in the Division Street corridor from a multimodal transportation and system perspective. The study purpose is to analyze the future of Division Street and transformative elements that could occur as a result of planned system investments, namely implementation of bus rapid transit and completion of the North Spokane Corridor. The configuration of a bus rapid transit line along Division is a major component of the study, and this task is managed by STA. Project partners include WSDOT, City of Spokane, and Spokane County. A consultant team led by Parametrix is assisting with the work effort.

The study will provide alternative multimodal design concepts for consideration, evaluate their performance, and make recommendations for transportation facility improvements. Since the formal project kick-off meeting in December, the following steps have been completed or are currently active:

- ✓ Creation of logo/rebranding as “DivisionConnects” and launch of project website (divisionconnects.org).
- ✓ Launch of online questionnaire (closed August 14) on project website. Public outreach in forms that were available given stay at home orders (website, electronic communications, social media, virtual meetings, newspaper).
- ✓ Data collection and summary of existing conditions in State of the Corridor report (available under “Learn More” at divisionconnects.org).
- ✓ Formation of steering committee and two meetings held on May 22 and July 22. Next meeting is October 1.
- ✓ Development of preliminary cross-sections and initial discussions on bus route termini options.
- ✓ Travel demand modeling work is underway to help understand future use of Division Street.

Next steps include further refinement of bus termini routes and street cross-sections. These options have been discussed with agency partners and will be used to engage with the community. The project will continue work on multimodal constraints and opportunities and travel demand modeling of Division Street scenarios. Model outputs are expected this fall. The selection of the preferred BRT alternative for the entire corridor will be the first milestone decision point. Longer term the project will continue analysis of transportation alternatives and land use opportunities in 2021. Final project recommendations will conclude in early 2022. The upcoming schedule is summarized as follows:

		2020										2021
		APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC		
Division Connects	Transit Alternatives											
	Multimodal Report											
	Modeling Travel Demand											
	LPA for BRT											
	Phase 2 Study											

More Information:

For detailed information contact: Jason Lien at jlien@srtc.org or (509) 343-6370.

To: Transportation Advisory Committee

August 14, 2020

From: Ryan Stewart, AICP, Principal Transportation Planner

Topic: US 195/Interstate 90 Study Update

Requested Action:

None. For information and discussion.

Key Points:

- The US 195/Interstate 90 Study is a multimodal effort to address safety, operations, access, and infrastructure issues in the Study area.
- The Study is a multi-agency effort with representatives from the City of Spokane, Washington State Department of Transportation, Spokane County, and Spokane Transit on the Study Advisory Team. SRTC is leading the effort and providing project management.
- The Study launched in late 2019 after a consultant team, led by Fehr & Peers, was selected. The consultants are assisting with the technical analysis and stakeholder engagement efforts.
- The existing conditions analysis is complete and available on the Study website: <https://us195transportationstudy.com/>. This analysis includes safety, travel time, origin/destination, and level of service assessments.
- A market-based land use analysis has been provided to the Study Advisory Team for review. The 20-year growth projections for the study area include approximately 3,300 dwelling units and nearly 1,600 jobs. These projections reflect a market-based approach to forecasting housing units and employment. The analysis considers: market cycles; construction and absorption trends; the availability of developable land; utility provisions and other physical conditions; regulatory constraints (such as zoning); and, financial feasibility.
- Future transportation forecasts will be informed by the market-based land use analysis.
- Evaluation criteria for potential strategies were developed based on guidance from the Advisory Team and community input. The criteria directly relate to the Study goals of improving safety, maintaining mobility, accommodating the transportation needs of planned development, increasing modal options, and identifying projects that are practical, implementable, and fundable in a reasonable timeframe.
- Initial strategies will be vetted through the Study Advisory Team this summer. Once fully vetted and evaluated against the criteria, the strategies will be presented to the community.
- A final list of recommended strategies and a phased implementation plan will be developed. The Study is scheduled to be completed in the 1st quarter of 2021.

Board/Committee Discussions:

The US 195/I-90 Study was identified in the SRTC Strategic Plan, which was adopted in December 2017. The SRTC Board and the Transportation Technical Committee were provided updates at their March and June meetings.

Public Involvement:

The consultant team has launched an engagement plan for the Study to determine the community’s vision for the Study area and get feedback on strategies as they are developed. Numerous stakeholder interviews have been conducted and a public meeting was held in February. Other outreach efforts so far include neighborhood council meetings, a presentation to the City of Spokane Plan Commission, social media postings, a survey, and a project website. The engagement effort will continue throughout the Study.

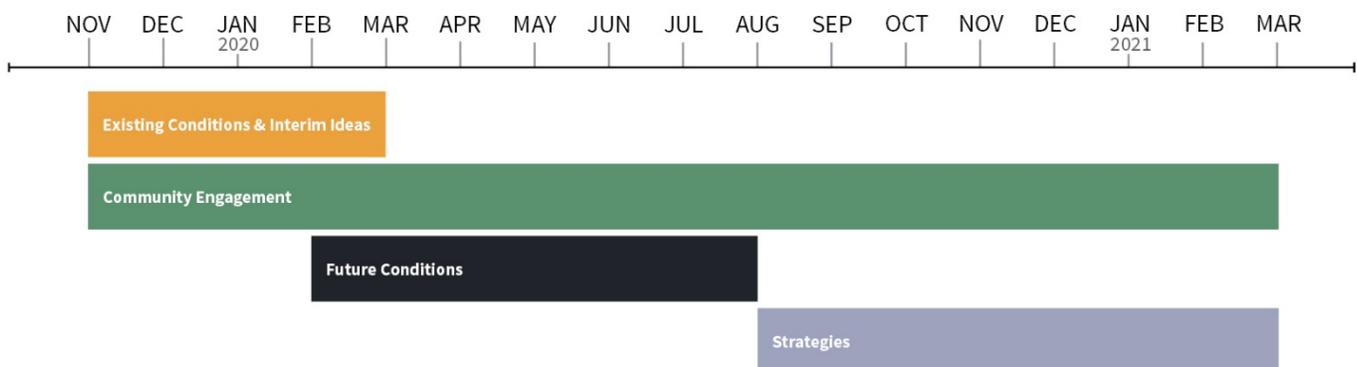
Supporting Information/Implications

The US 195 and I-90 corridors have experienced increasing operational and safety issues, particularly at their interchange and at local access points. The interchange ramps do not meet current design standards. Current challenges include:

- Safety - reduce collisions, improve safety for pedestrians and bicyclists
- Operations - maintain reliability, improve congestion at the interchange and on I-90
- Access - coordinated land use and environmental management, recreation access
- Infrastructure – local network connectivity, road and bridge conditions, railroads

The purpose of the multi-jurisdictional US 195/I-90 study is to develop strategies for addressing these issues while considering practical solutions. The need for collaboratively developed solutions in the Study area has been a topic of discussion for several years.

US 195/I-90 Study Schedule



More Information:

- For detailed information contact: Ryan Stewart at (509) 343-6370 or rstewart@srtc.org.

Transportation Advisory Committee

DRAFT WORK PLAN

Spokane Regional Transportation Council
August 2020

Introduction

Overview and Intent

The SRTC Transportation Advisory Committee (TAC) was originally established over a decade ago and its purpose is to bring topical and contextual policy recommendations to SRTC staff, the Transportation Technical Committee and the Board of Directors. Members represent users of the transportation system and community and industry areas by providing those perspectives to regional transportation planning.

TAC meetings were deferred from October 2018 to April 2020 while a SRTC Board of Directors subcommittee reevaluated the TAC form, function, and membership. The TAC reconvened with two existing members and eleven new members.

Over the course of four meetings, the TAC has collaboratively formulated a community contract, meeting model and a draft work plan.

Below are four focus areas in which TAC members believe that their contributions will have the most impact in supporting the Board and benefiting the region. The tasks are not prioritized and are not listed in order of importance.

Focus Area 1: Increased engagement of businesses and the public for transportation decisions and education. Heightened interagency communication.

Proposed activities for this work area include:

- 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?
- Utilize TAC members to reach out within networks to invite participation, including social media
- Propose social media policy and parameters for TAC outreach
- Consider “billboard/outdoor media” more signage or other information distribution, different ways to reach the public and evaluate cost/benefit
- Consider civic and other speakers bureau as outreach technique and make recommendations
- Outreach to businesses impacted by transportation projects; partner for communication (websites, newsletters, etc.)
- Ensure equity considerations with broadband issues, technical capacities for agencies, and meeting synopsis options. (all options of SRTC operations)
- Consider Title VI and equity in planning, early and often

What are the deliverables?

- Review of the SRTC Public Participation Plan (PPP) with specific examples of how it could benefit TAC member organizations or businesses for changes prior to Board adoption of PPP update in 12/2021
- Include neighborhood and chamber networks within the PPP plan as appropriate
- Recommendations of best practices and applicability for public and stakeholder outreach within the context of COVID-19 recommendations and virtual meetings (or any other crisis, other than in person)
- Create an intentional event outreach plan that includes chambers of commerce, public and civic events

Focus Area 2: Livability, Active Transportation, Equity, and Accessible Design for Roadways and Transportation

Proposed activities for this work area include

- Develop briefing papers: What lessons can we learn from the health crisis that can be applied to non-single occupancy 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?

What are the deliverables?

- Recommended regional policies for the MTP
- Engagement of the public and stakeholders on the focus area
- Recommendation of Investment levels or investment considerations
- Detailed descriptions of the content issues, or interrelatedness of an issue to transportation (white paper concept)
- Project or program ideas, especially pilots
- Recommendations for measurements, objectives and metrics for success. A justifiable set of metrics that can be used in project prioritization and shared with elected officials.
- Look at what other cities are doing to address similar problems – research, collaboration
- Identify local groups working toward accessible transportation and synthesize information into a resource document
- Research and document and share accessibility issues among groups, address common themes
- Things that are affecting large groups of people may have simple solutions that developers and planners may not be aware of – barrier survey
- Ask community members and stakeholders what kind of community/neighborhood/environment they aspire to have and what barriers they experience that is stopping them from achieving their goals – don't ask questions about transportation, ask about community aspirations

Focus Area 3: Linkages between Economic Development and Transportation

Proposed activities for this work area include:

- Providing a non-technical perspective on what is regionally significant
- Identify the relationships between industry/business and transportation policies of governmental agencies
- Review best practices from other regions
- Make recommendations on how best to communicate this topic to the public and stakeholders
- Study steps needed to form justifiable ranking criteria for projects
- Investigation of methods to increase roadway capacity without adding more lanes or roads

What are the deliverables?

- Creation of a briefing paper outlining connections between transportation and regional economic development
- Develop regional metrics for the economic impact of transportation investments
- Identification of stakeholders/partners, such as public development authorities, business districts, Chambers of Commerce

Focus Area 4: Financial Crisis for Transportation: Options Moving Forward

Proposed activities for this work area include:

- Emphasizing adequate maintenance and preservation
- Review the two parts of the MTP Financial Assessment as they are completed
- Discuss the method to quantify or measure the impact of maintenance and preservation. Identify any lack in current prioritization. Evaluate true or perceived needs over the next 20 years and/or with deferred maintenance.
- Research financial options for additional revenue and evaluate what could be brought before the Board
- Identify potential public-private partnerships; discuss benefits, challenges, opportunities.

What are the deliverables?

- Recommendations for investment levels (Part II of the MTP Financial Forecast) in the situations where revenues do not meet projected expenditures
- Develop and assist in implementing a public survey (in between Phase I and Phase II of the MTP Financial Forecast) to gauge sense of priorities to due a gap in needs and revenue
- Recommend public education campaign about the important of maintenance and preservation

Excerpt from Draft August 13 SRTC Board of Directors Meeting Minutes

Agenda Item 10. Board Feedback on Transportation Advisory Committee (TAC) Work Plan – Mr. Bertelsen provided a history of the creation of the newly seated TAC and the creation of the work plan presented today. He said the TAC's goal is to move to specific tasks with tangible results, to best use the skill sets of TAC members to better inform and make recommendations to the Board moving forward. He spoke about how each topic area of the work plan was ranked and ultimately selected. He explained that a theme that kept coming up throughout their conversations was the public-private sector tie and how the TAC can bring perspective to those relationships that might not be found elsewhere. And how do we use our committee status to reach out to our circle. Mr. Bertelsen asked what the Board would find valuable from this committee and what work should they be doing. Looking for feedback. Reviewed the Board work plan and tried to tailor this plan with that in mind.

Mr. Gribner said he reviewed the work plan closely; it is a very good start and he likes the topics selected, but he feels there needs to be clarity about the path forward; it feels like some of the tasks are already being addressed by other groups, such as the jurisdictions, Transportation Technical Committee, etc. He suggested that the TAC to sift through that and maybe reach out to the TTC and jurisdictions to create a little clearer understanding for the Board on how the TAC is going to insert themselves into the process. Mr. Bertelsen said they recognized there is some overlap on the topics, especially on some things the TTC works on, but the TAC is trying to be a resource for the Board by bringing different perspectives (community or private sector) on topics. Mr. Gribner said there are unique jurisdictional perspectives that he would ask the TAC to reach out and understand.

Ms. Kinnear stated that she sees it as an opportunity to aggregate all the jurisdictions' needs into a sort of one-stop-shop, for example, identifying areas underserved by public transportation. While STA has this information, having all needs across jurisdictions or platforms compiled in one place would be helpful. She suggested reaching out the neighborhood councils to ascertain their particular transportation needs and also including business districts and chambers of commerce as key stakeholders.

Ms. Harnois spoke about the lack of transit service for the small towns in the southern part of the county and asked if the TAC could investigate that topic.

Mr. French sees duplication in some of the tasks and a potential opportunity for conflict between the work plan and jurisdictions' comprehensive plans and land use plans. He is concerned that the TAC understands that they are an advisory group to the Board, not a decision-making group. Mr. Bertelsen responded that the advisory nature of the TAC has been made very clear to members and re-stated that the goal of the TAC is to be a resource to the Board.

Mr. Weathers stated that he sees great value in a citizens advisory committee and said the TAC can help the Board be less reactionary by being the voice of engagement from the community and businesses bringing attention to transportation issues.

Ms. Minshall asked if there was anything specifically the Board would like to see in this work plan or if they want the work plan to come back before the Board for approval or endorsement at the next meeting. We want to get things going.

Mr. Gribner stated he would like the TAC to reach out the TTC and to have discussions across jurisdictional boundaries to address the concerns he raised and to have this addressed in the work plan document so there is clarity about roles moving forward. In terms of topics and general intent, he is fine with it.

Mr. French said he would like to submit his questions about the work plan document to the TAC and see the responses. Mr. Gribner also said he will send his comments/questions to Mr. Bertelsen.