

Transportation Advisory Committee Meeting

Monday, September 28, 2020 • 3:00 PM

Virtual Meeting via Teleconference

PUBLIC NOTICE:

Due to COVID-19 and in accordance with the Governor Inslee's proclamations 20-25.7 and 20-28.8, the SRTC office is closed to the public and no in-person meetings will be held until further notice.



Members of the public are invited to watch the meeting at:

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

Meeting ID: 939 487 9626 | Passcode: 234239

Or listen by phone at: 1-253-215-8782

Meeting ID: 939 487 9626 | Passcode: 234239



Public comments can be submitted by email to contact.srtc@srtc.org or by phone to 509-343-6370. Deadline for submitting comments is 10:00 am on the day of the meeting.



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Transportation Advisory Committee Meeting

Monday, September 28, 2020 • 3:00 PM

Agenda

- | | | | |
|--------------------------------------|-----|--|--------|
| 3:00 | 1. | Call to Order / Record of Attendance | |
| 3:02 | 2. | Approval of August 24, 2020 Meeting Minutes | Page 3 |
| <u>EDUCATION ITEMS</u> | | | |
| 3:03 | 3. | Data (Data Application for Transportation Analysis) Project Update | Page 5 |
| 3:20 | 5. | Chair Report on SRTC Board of Directors Meeting | |
| <u>WORK PLAN FINALIZATION</u> | | | |
| 3:25 | 7. | Identification of Top 2 Topic Areas - Break into 2 groups to discuss: schedule, outside resources needed, deliverables, etc. | Page 7 |
| 4:20 | 8. | Re-convene and report discussion summaries | |
| 4:35 | 9. | Adopt Work Plan | |
| 4:45 | 10. | Adjournment | |

MEETING MINUTES

Spokane Regional Transportation Council
Transportation Advisory Committee (TAC) Meeting
Monday, August 24, 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, Chair | Rhonda Young, Vice-Chair |
| Christopher Barnes | Raychel Callary |
| Todd Coleman | Mark Haberman |
| Carlie Hoffman | Dave Richardson |
| Melanie Rose | Jonathan Schrock |
| Kieran Sprague | Janet Weldon |

Guests:

| | |
|---------------------|---------------------------|
| Karl Otterstrom | Spokane Transit Authority |
| Adam Jackson | City of Spokane Valley |
| Paul Kropp | |
| Kristine Williams | Spokane Transit Authority |
| Anna Ragaza-Bourssa | WSDOT-East. Region |
| Nina Stocker | WSDOT-East. Region |

SRTC Staff Present:

Sabrina Minshall, Executive Director
Ryan Stewart, Principal Transportation Planner
Jason Lien, Principal Transportation Planner
Kylee Jones, Associate Transportation Planner II
Julie Meyers-Lehman, Admin-Exec Coordinator

ACTION ITEMS

2. Approval of Minutes - Chair Bertelsen noted that Christopher Barnes' and Jonathan Schrock's names were mistakenly omitted from the Members Present list of the July meeting; the minutes will be corrected to include their names.

Mr. Schrock made a motion to approve the July 2020 meeting minutes as amended. Ms. Rose seconded the motion. All votes were in favor.

EDUCATION ITEMS

3. DivisionConnects Study – Mr. Lien provided an overview of the study, addressed project milestones and outlined current status.

4. US 195 / I-90 Study – Mr. Stewart reported on the study's purpose and history, project deliverables, described the next steps and outcomes process.

5. Chair Report on SRTC Board of Directors Meeting – Chair Bertelsen reported on the topics and discussions covered at the August 13 Board meeting.

INFORMATION and DISCUSSION ITEMS

6. TAC Member Discussion: TAC Work Plan Finalization – Ms. Young read from the draft August Board minutes about their discussion on the TAC work plan. Mr. Bertelsen noted he has not received any written comments from Board members to date, but he had a long phone conversation Mr. Gribner in which he relayed his comments/concerns they discussed them.

Mr. Bertelsen commented that the Board was very supportive of the proposed work plan's content/ proposed deliverables and they suggested no revisions or changes; their main concerns seem to revolve around the TAC's interactions and engagement with the Board and the TTC.

The TAC members, Mr. Otterstrom (TTC Chair) and Mr. Jackson (TTC Vice-Chair) and staff discussed at length; some comments included:

- The TTC consist of agency staff who deliver projects.
- As agency employees, TTC members work either directly or indirectly for Board members. While the TAC is a resource to the Board, the members are volunteers and separated from any kind of work relationship.
- The TAC can be an effective tool for providing messaging from the community and a different perspective to the Board than they receive from the TTC
- The TTC members have greater capacity for participation in technical issues since that is part of their job
- According to the bylaws, Board approval of a TAC work plan is not required, but the group wants to acknowledge and be responsive to the Board's concerns.
- Need to make sure that recommendations coming from the TAC's work are worded carefully so they cannot be mistakenly construed as dictating direction to the Board.
- Several people emphasized that the TAC, TTC and Board all work together toward the same underlying goal of improving the regional transportation system for everyone.
- The importance of creating a workflow with ideas going back and forth between the TAC and the TTC before going to the Board.

Mr. Bertelsen said as the Board expressed disagreement about work plan content or deliverables he feels the TAC should begin working right away while continuing to engage in conversations with the Board to address their concerns about engagement and interaction. He asked the group what they felt next steps should be; the consensus was to begin digging in as soon as possible.

Ms. Minshall said the work plan document will be edited a final time to tighten up the wording and will be distributed to members again for review. She asked members to respond after reviewing to let staff know which of the topics would be their primary interest or the one in which they have some experience, and another would be their secondary interest.

7. TAC Work Plan Finalization with Members of the SRTC Board of Directors and Transportation Technical Committee – As mentioned in the item above, Mr. Otterstrom and Mr. Jackson of the TTC committee were at the meeting and participated in discussions. Board members were invited to the meeting, but no one was available to participate.

8. Adjournment – There being no further business, the meeting adjourned at 4:32 pm.

Julie Meyers-Lehman,
Acting Recording Secretary

To: Transportation Advisory Committee September 21, 2020

From: Mike Ulrich, AICP, Principal Transportation Planner

Topic: Data Applications for Transportation Analysis Project Update

Requested Action:

None. For information and discussion.

Key Points:

- SRTC applies data to its planning process in a variety of ways, largely for the purpose of understanding how the regional transportation network currently functions, and how it's predicted to function in the future.
- Comparing how it's predicted to function to how decision makers would like it to function is critical to effectively shaping policy and guiding investments.
- Beginning in 2018 SRTC staff began developing a project that would endeavor to strengthen the agency's ability to apply data to the planning process. Doing so would allow SRTC to refine its ability to understand how the transportation system will function in the future.
- The project is named Data Applications for Transportation Analysis, or DATA.
- The project will build on previous evaluations of SRTC's analysis tools. These include a peer review by the Federal Highway Administration's Travel Model Improvement Program, a review of SRTC's current household travel survey by industry experts, and a review of SRTC's land use forecasting processes.
- A project team made up of member agency technical staff was formed to draft an RFQ and select the consultant. A consultant team led by Resource Systems Group, Inc. (RSG) was ultimately chosen.
- The first phase of the project involves the consultant team developing a design plan which will be reviewed and approved by the Board.
- Once the design plan is approved the consultant team will begin executing the plan by acquiring data and developing tools.
- COVID-19 has impacted stakeholder engagement and caused the need to develop an online engagement platform which was rolled out to stakeholders in August.
- The draft recommendations will be presented to the project team in October. That design plan will be presented to the Board for consideration, likely in November.
- The TAC will be updated on the draft design plan when it is delivered by the consultant team.

Board/Committee Discussions:

This project was presented to the TTC at their October 2018 meeting. After that presentation, a project team was formed consisting of member jurisdiction technical staff. That group met on January 29, 2019 and May 13, 2019 to provide feedback that was incorporated into the RFQ. This project was presented at the March SRTC Board Administrative Committee and the April 2019 SRTC Board Meeting. The Board authorized the Executive Director to execute an agreement with RSG at their December 2019 meeting. The agreement was executed February 5, 2020.

Public Involvement:

The funds for this project were included in the 2019-2022 Transportation Improvement Program, which was adopted by the Board on October 11, 2018. A public meeting was held on September 19, 2018 to review and receive input on the 2019-2022 TIP, and a 30-day public comment period was open from September 1 to September 30.

Supporting Information/Implications:

The technical updates (model improvements, data acquisition, travel survey, etc.) included in this project will support Board-defined, data-driven, long range planning objectives. These objectives will be discussed and defined in parallel with the technical portions of this project.

More Information:

- For detailed information contact Mike Ulrich at mulrich@srtc.org or (509) 343-6384.

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.

The TAC intends to work closely with the TTC and has begun the dialog to identify areas of work overlap make the best use of committees' time. One overall goal is to be a resource to the BOD and the TAC. Strengthening the trilateral relationship, and providing a variety of backgrounds and voices, we believe, will be of benefit to the planning process.

The TAC members understand their advisory role and strive to provide the best possible recommendations based on their varied regional perspectives. While the TTC and TAC may not always agree, these differing views can lead to a productive discussion. A healthy tension between the two committees has the potential have more involved conversations, strengthening recommendations to the BOD.

Ultimately, final decisions will be made by the BOD. Members of the BOD have an open invitation to our monthly TAC meetings. We value the BOD's perspective and very welcome their input as we implement this work plan. This work plan will likely evolve over time and BOD input and needs will be one of the driving factors as move forward.

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

in coordination with Board member agencies and SRTC staff

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?
- Replace bullets 2&3 with:
 - "Working together with the TAC make a broader review of regional design standards. Are there new or additional standards that could benefit the region? Should there be a regional design standard? Provide examples to the TTC of where TAC member groups have seen instances of where transportation design decisions have brought both positive and negative outcomes.
- 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 in coordination with that TTC
- 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.
- Add to the start of the 3rd bullet: ht before the
- "With discussion and direct input from the Board, discuss..." ities.

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