

Transportation Advisory Committee Meeting

Monday, October 26, 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, October 26, 2020 • 3:00 PM

Agenda

Time	Item #		
3:00	1.	Call to Order / Record of Attendance	
3:02	2.	Approval of September 28, 2020 Meeting Minutes	Page 3
<u>INFORMATION & DISCUSSION</u>			
3:03	3.	Chair Report on Board of Directors Meeting (Kennet Bertelsen)	
3:08	4.	TAC Work Plan Overview (Sabrina Minshall)	
3:13	5.	MTP Update – Regional Bicycle Network <ul style="list-style-type: none">• SRTC presentation by Jason Lien• TAC input and discussion	Page 5
3:38	6.	Public Participation Plan Update <ul style="list-style-type: none">• SRTC presentation by Kylee Jones• TAC input and discussion	Page 7
4:03	7.	2021-2023 WSDOT Consolidated Grant Program <ul style="list-style-type: none">• SRTC presentation by Jason Lien• TAC input and discussion	Page 9
4:28	8.	TAC member comments	
4:40	9.	Adjournment	

- Resources required and questions to be addressed by staff
- A few easily reached goals to get some synergy going
- Description of deliverables
- Data needs
- Identification of other groups in the region currently working on this topic
- The “why” of the topic – what is the most important reason to be engaged in this topic

All members reconvened to summarize their conversations.

Mr. Bertelsen spoke on behalf of the economic development group. He described several themes that developed in their conversation. The first was to identify the definitions of success and failure and a primary action item would be to better define those elements and determine a reasonable metric. An evaluation of effectiveness vs. value and conversations about regional prioritization would be important as well. He said the group was also interested in reviewing the Horizon 2040 Guiding Principles in-depth to determine how they can be applied to the TAC work products.

Mr. Schrock was the spokesperson for the public engagement group. He said they discussed focusing their efforts on review of the agency Public Participation Plan and seeking ways to provide equity in communication, specifically reaching underserved populations and those with limited access to technology. He said the group suggested reaching out to businesses that have been impacted by past transportation projects to learn from their experience and find out what kind of communication from project sponsors would have made the process easier. They discussed having TAC members reaching out to their circles of influence, professional groups, Facebook groups, etc with a basic message about SRTC, which then directs people to the agency website where they could find information in plain language.

Mr. Bertelsen said the work plan is deliberately high-level and will be fairly fluid to allow for maximum flexibility. He said he it sounds like the group is comfortable with the general guidelines and with the work plan as presented in the packet and asked if they would like to take action today to formally adopt the plan.

Mr. Schrock said he feels the plan is worded adequately; the group could edit and re-edit the language for months or simply just get to work. Ms. Hoffman said many specifics won't be known until things get going so it probably isn't even possible to create a very detailed work plan at this time.

The group discussed Focus Area 4: Financial Crisis for Transportation Moving Forward. Some comments included:

- Integrating it into the other three focus areas
- Leaving it separate but adding a sub-note to the work plan that while it won't have primary attention at this time, it will still be considered with all work
- May be difficult for this group to have a significant impact with this topic
- Perhaps this is more of a staff-driven subject

Mr. Schrock made a motion to approve the TAC Work Plan as presented in the packet. Ms. Young seconded the motion. Motion passed unanimously.

Ms. Hoffman asked if SRTC could provide a digital platform where members can converse and/or edit work plan documents. Ms. Minshall replied that staff will make those arrangements.

8. Adjournment – There being no further business, the meeting adjourned at 4:40 pm.

Julie Meyers-Lehman,
Acting Recording Secretary

To: Transportation Advisory Committee

October 19, 2020

From: Jason Lien, AICP, Principal Transportation Planner

Topic: MTP Update – Regional Bicycle Network

Requested Action:

None. For information and discussion.

Key Points:

- The Metropolitan Transportation Plan (MTP) is in an update phase.
- The current MTP, Horizon 2040, defines priority networks for various modes including bicycles. SRTC will update the regional bicycle network for inclusion in the next plan.
- At the June Transportation Technical Committee (TTC) meeting, staff presented criteria for defining a regional bicycle network. Staff has since conducted work to apply the criteria; this included identifying areas that people may want to go on a bicycle.
- Staff will give an overview and present options for engaging with the TAC.

Board/Committee Discussions:

An introduction to the SRTC approach to regional networks, including the bike network, was discussed at the June 2020 TTC meeting. This has not been previously discussed with the TAC.

Public Involvement:

None to date.

Supporting Information/Implications:

SRTC is revisiting Horizon 2040's modal network definitions in order to add clarity to our performance goals and vision as part of the next MTP update. The designation of a regional bicycle network is one component to establish core transportation facilities that should be the backbone of SRTC's planning.

To assess bicycle connectivity, the following criteria were established to indicate accessibility to major destinations/activity centers and to define a core network:

- Provides connection between incorporated cities
- Provides connection to major activity centers (universities, shopping districts, recreation areas, event venues)
- Provides connection to major employment centers (CBD, high employment density areas)

- Provides connection to transit activity centers (park & rides, transfer stations)
- Dedicated bike facility on or adjacent to the regional roadway network (i.e. NHS roads)
- Existing regional multiuse paths will automatically be part of the network (Centennial, Appleway etc.)

Application of the first four criteria resulted in identification of areas that could generate bicycle travel demand and be used to highlight gaps in the bicycle facility network. As a start, SRTC has developed a list of regional destinations that will be used for assessing bicycle facility connectivity. Network connectivity asks whether a person can travel across the transportation system easily and safely on a bicycle. In the Spokane region, there are areas that provide adequate facilities to enable bicycle travel, while there are many areas with gaps and barriers. The regional network analysis will illuminate those system gaps and inform the region's plan for a more complete bicycle network.

A key component of this planning work is validation by stakeholders and users of the system. To this end, staff would like to explore areas that the TAC could influence. Potential options are:

- a) Review regional “activity centers” for completeness or saturation
- b) Help to understand if there are priorities within the regional destinations
- c) Help to better define what a connected network looks like (e.g. based on what measures of success—comfort, speed, directness of route, separation from traffic, emphasis on completion of our regional multiuse path network?)
- d) Other areas that the TAC deems important for the bicycle network

True to the MTP mission, we want to recognize connectedness to activity centers on a regional scale that are complete and representative but not dilute the planning effectiveness by having a place list that is too exhaustive or impractical. The October meeting will discuss these potential paths forward and possible integration with the TAC work plan over the next few months.

More Information:

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

To: Transportation Advisory Committee

October 19, 2020

From: Kylee Jones, Associate Transportation Planner II

Topic: Public Participation Plan (PPP) Update

Requested Action:

None. For information and discussion.

Key Points:

- The PPP describes SRTC's strategies and techniques to inform and engage the public in transportation planning issues with the purpose of maximizing participation and effectiveness.
- Every 4 years SRTC produces a new or updated PPP at the outset of each update of the long-range transportation plan (MTP). October 2020 – October 2021 is the timeframe in which the PPP will be updated in conjunction with the MTP.
- In accordance with 23 CFR 450.316(a)(1)(x) of the Code of Federal Regulations, the PPP will be reviewed periodically for effectiveness of the procedures and strategies contained within it and to help determine ways to expand or adapt SRTC's outreach process in future updates.
- The general effectiveness of the PPP is tracked by monitoring outreach tools such as the number of site visits to our website, number of open houses and meetings, number of people who have signed up for newsletters etc.
- The final draft of the PPP will be submitted to the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA). Once approved by the SRTC Board, the Public Participation Plan will be posted to the SRTC website at www.srtc.org.
- SRTC Public Participation Plan link <https://www.srtc.org/wp-content/uploads/2018/01/PPP-11-7-17-FINAL.pdf>

Board/Committee Discussions:

- All major updates to the PPP include a review by SRTC's advisory committees, the TTC and TAC

Public Involvement:

- A 45-day public comment period with wide release and notification of the public about proposed changes or updates. Public notice will be published in local newspapers, sent out to SRTC partner jurisdictions for comment and multiple email distribution lists of people, groups or agencies to be notified of SRTC activities.

Supporting Information/Implications:

- Please see attachment for the SRTC - 2017 Public Participation Plan
- TAC members will be asked the following questions during the meeting:
 - Do all of you want to be involved in the PPP or do you think it should be a smaller group of TAC volunteers?
 - All
 - Volunteers or smaller group
 - Would you be willing to meet outside of a TAC meeting to discuss how the PPP can be improved and updated?
 - Yes
 - No
 - Would you be willing to review other PPP's from different MPO's on your own time?
 - Yes
 - No
 - Would you be willing to review SRTC's PPP to brainstorm possible improvements during an SRTC lead workshop?
 - Yes
 - No
- Future Workshop Topics
 - Review other MPOs PPPs
 - What do we like, dislike about them?
 - View SRTCs PPP
 - What is it missing?
 - How can we improve it?
- Administrative (SRTC staff) updates related to PPP:
 - Consider reorganizing information in PPP
 - Update with the newest horizon year - 2045
 - Update the table of contents
 - Update graphics of front cover and covers of documents on current pg.33
 - Update maps and add descriptions
 - Add new section for tools used during COVID
 - Include more tribal specific outreach methods
 - Update section on Public Notification Methods
 - Update email and phone number

More Information:

- For detailed information contact: Kylee Jones at kjones@srtc.org or (509) 343-6370.

To: Transportation Advisory Committee

October 19, 2020

From: Jason Lien, AICP, Principal Transportation Planner

Topic: **WSDOT Consolidated Grant Program – 2021-2023**

Requested Action:

None. For information and discussion.

Key Points:

- Every two years WSDOT conducts a call for projects for the Consolidated Grant Program—this call is active now with applications due on October 30, 2020.
- The Program supports public transportation projects in Washington through multiple federal and state funding streams.
- One of the WSDOT requirements for application scoring is assignment of regional grades to show a level of priority for the project submittals. SRTC will facilitate the grading process for project applications primarily operating in Spokane County.
- Staff will give an overview and present options for utilizing the TAC to assist in the application review process.
- Staff is interested in exploring engagement with the TAC to assist with the regional ranking process. How (or if) this fits in the TAC workplan, whether the full TAC or subcommittee should be engaged to provide a recommendation to the Board, and general approach/schedule.

Board/Committee Discussions:

The Consolidated Grant Program is supported by a needs assessment in the [Coordinated Public Transit-Human Services Transportation Plan](#) for Spokane County. This plan was developed by SRTC, in partnership with STA, and adopted by the SRTC Board in November 2018.

Public Involvement:

None to date.

Supporting Information/Implications:

The 2021-2023 Consolidated Grant Program's purpose is to:

- Provide and improve public transportation services within and between rural communities, and between cities.
- Provide paratransit/special needs services to people who because of age, disability or income are unable to provide transportation for themselves.

- Provide funds to support mobility management activities.
- Provide planning funds to research public transportation related issues.
- Purchase new/replacement vehicles and other equipment.

Nonprofits, tribes, public transit agencies, and local agencies in Washington state are eligible to apply. Other government agencies are also eligible to apply as long as their project benefits the greater public. During the last grant cycle (2019-2021) WSDOT awarded nearly \$77 million for 131 projects statewide. Four of those awards went to projects operating in Spokane County.

A panel of subject matter experts, who are neither WSDOT Public Transportation division staff nor eligible to apply for funding, evaluate the statewide projects and score applications based on several criteria. Consistent with past practice, the review process requires MPOs or RTPOs to assign regional letter grades to Consolidated Grant project submittals. The grade becomes part of the overall scoring evaluation conducted by the state.

SRTC has previously relied on a subset of TAC members to assist with local project scoring/ranking. The higher scoring projects are allocated the higher letter grades, and these regional rankings must be submitted to WSDOT by February 2021. The final rankings are subject to approval by the SRTC Board.

More Information:

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