



Transportation Advisory Committee Meeting

Monday, January 25 | 3:00 PM – 4:30 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/81771844303?pwd=YUN4cXhDTzRjQzFhSmVKVVIjYWRRHdz09>

Meeting ID: 817 7184 4303 | Passcode: 271452

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

Meeting ID: 817 7184 4303 | Passcode: 271452

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Transportation Advisory Committee Meeting

Monday, January 25, 2021 ▪ 3:00 PM - 4:30 PM

AGENDA

Time	Item	Page #
3:00	1. Call to Order / Record of Attendance <u>FOR ACTION</u>	
3:02	2. Approval of December 21, 2020 Meeting Minutes	Page 2
	<u>FOR INFORMATION & DISCUSSION</u>	
3:04	3. Chair Report on Board of Directors Meeting (<i>Chair Todd Coleman</i>)	n/a
3:09	4. TAC Work Plan Focus Brainstorming Activity & 2021 Schedule (<i>Kylee Jones</i>)	Page 3
3:25	5. Regional Bike Network (<i>Jason Lien</i>)	Page 4
3:40	6. DivisionConnects Update (<i>Jason Lien</i>)	Page x
3:55	7. Metropolitan Transportation Plan Engagement Strategy (<i>Kylee Jones</i>)	Page x
4:15	8. WA Dept of Commerce Electrification of Transportation Systems Grant and Vehicle Charging Infrastructure Plan (<i>Kylee Jones</i>)	Page x
4:25	9. TAC member comments	
4:30	10. Adjournment – <i>Next Meeting Monday, February 22</i>	

MEETING MINUTES

Spokane Regional Transportation Council
Transportation Advisory Committee (TAC) Meeting
Monday, December 21, 2020 – Zoom Virtual Meeting

1. Call to Order/Roll Call - Chair Kennet Bertelsen brought the meeting to order at 3:01 pm.

Members Present:

Kennet Bertelsen, Chair	Liz Hall
Chris Barnes	Carlie Hoffman
Raychel Callary	Dave Richardson
Todd Coleman	Melanie Rose
Mark Haberman	

Guests:

Jami Hayes, Spokane County
Nina Stocker, WSDOT

SRTC Staff Present:

Kylee Jones, Associate Transportation Planner II
Jason Lien, Principal Transportation Planner
David Fletcher, Principal Transportation Planner
Sabrina Minshall, Executive Director

Kevin Wallace, Interim Executive Director
Michael Redlinger, Associate Transportation Planner III
Julie Meyers-Lehman, Admin-Exec Coordinator

2. Approval of Minutes

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

3. Chair Report on SRTC Board of Directors Meeting

Chair Bertelsen reported on the topics and discussions from the December 10 Board meeting.

4. 2021-2023 WSDOT Consolidated Grant Program

Mr. Lien summarized the WSDOT grant program, noted that it combines both federal and state funding, and explained the ranking process.

5. 2021 TAC Officer Elections

Ms. Jones described the duties and responsibilities of the TAC Chair and Vice-Chair positions.

Mr. Richardson nominated Mr. Coleman for 2021 Chair. Mr. Coleman accepted; there were no other nominations.

Mr. Richardson made a motion to recommend Board approval of Mr. Coleman as Chair; Ms. Callary seconded and all votes were in favor.

Melanie Rose volunteered to serve as Vice Chair. There were no other nominations.

Ms. Callary made a motion to recommend Board approval of Ms. Rose as 2021 Vice-Chair. The motion was seconded by Mr. Richardson and passed unanimously.

INFORMATION and DISCUSSION ITEMS

6. WSDOT Active Transportation Plan

Guest speaker Barb Chamberlain, WSDOT Active Transportation Division Director, presented details about the update to the WSDOT Active Transportation Plan, which is open for public comment until 02/15/2021, and shared ways in which the public can review the plan and get involved in the update process.

7. Public Participation Plan (PPP) Work Task

Ms. Jones provided a summary of the PPP update workshop held on 12/8 by a subgroup of the TAC and noted they will continue to meet throughout 2021 to guide the update of the PPP. Details were provided about the purpose and use of the PPP and a timeline presented of plan update development, which will ultimately be presented to the Board for approval in conjunction with the Metropolitan Transportation Plan adoption in December 2021. All TAC members were invited to participate in the upcoming PPP workshops.

8. Introduction to Metropolitan Transportation Plan (MTP) Financial Forecast

Mr. Fletcher described the federal regulations requiring the MTP to be fiscally constrained and explained that the financial forecast is one of two tasks in the MTP's financial assessment, the second task being a transportation needs analysis. Highlights were shown of the potential revenue source inventory and forecasted revenues to the 2045 planning horizon year.

9. TAC Member Comments – Mr. Bertelsen thanked staff for their assistance to him during his time as TAC Chair and in the recent TAC restructuring process.

Mr. Coleman and Ms. Rose expressed their appreciation to Mr. Bertelsen for his service and participation in rebuilding the TAC.

10. Adjournment – There being no further business, the meeting adjourned at 4:17 pm.

Julie Meyers-Lehman,
Acting Recording Secretary

To: Transportation Advisory Committee 01/18/2021
From: Kylee Jones, Associate Transportation Planner II
Topic: **TAC Work Plan: Brainstorming Activity & 2021 Schedule**

Requested Action:

- TAC members will be asked to:
 - Confirm the Work Plan items, goals, and deliverables are still appropriate,
 - Brainstorm additional means to accomplish deliverables in all focus areas,
 - Begin to build out schedule for 2021.
- The brainstorm activity will inform the 2021 schedule and may include bullet items below:
 - Champions and participation for each area of the work plan or identified deliverables.
 - Possible guest speakers to help achieve work plan items.
 - External project participation or committee involvement to help achieve work plan items.
 - Presentations from TAC or TTC members to help achieve work plan items (e.g., Rhonda Young report out on Bicycle Advisory Board).
 - What SRTC could do differently to reach community members to educate about agency plans and programs.
 - How to increase community awareness SRTC in general.

Key Points:

- The TAC Work Plan outlines deliverables for four Focus Areas (**see Attachment 1**)
- TAC members have started working on the Public Participation Plan update which falls under the Focus Area 1 of the TAC Work Plan, the other three Focus Areas have not been started.
- In September TAC members were asked to indicate the task areas in which they would be most interested in working (**see Attachment 2**).
- The TAC might consider selecting a Focus Area “Champion” to coordinate members’ outreach activities.

More Information:

- Attachment 1: TAC Work Plan
- Attachment 2: TAC Work Plan Preferences
- For detailed information contact Kylee Jones at kjones@srtc.org or 509.343.6370.

Transportation Advisory Committee

WORK PLAN

Spokane Regional Transportation Council
Approved by the TAC September 28, 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 to make the best use of committee's time. One overall goal is to be a resource to the Board and the TTC. 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 to have more involved conversation, strengthening recommendations to the Board.

Ultimately, final decisions will be made by the Board of Directors. Members of the Board have an open invitation to the monthly TAC meetings. We value the Board's perspective and strongly welcome their input as we implement this work plan. This work plan will likely evolve over time and Board input and needs will be one of the driving factors as we 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?
- Working together with the TAC makes 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
- 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 in coordination with the 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
- With discussion and direct input from the Board, 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

Transportation Advisory Committee

TAC WORK PLAN - TASK ASSIGNMENTS

Spokane Regional Transportation Council
September 2020

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

Primary Interest

- **Mark Haberman**
- **Carlie Hoffman**
- **Jonathan Schrock**
- **Liz Hall**
- **Melanie Rose**

Secondary Interest

- **Chris Barnes**
- **Janet Weldon**
- **Dave Richardson**
-

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

Primary Interest

- Chris Barnes
- Rhonda Young
- Raychel Callary

Secondary Interest

- Mark Haberman
- Kieran Sprague
- Carlie Hoffman

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

Primary Interest

- Dave Richardson
- Janet Weldon
- Kieran Sprague

Secondary Interest

- Liz Hall
- Rhonda Young
- Melanie Rose

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

Primary Interest

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Secondary Interest

- Rhonda Young

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

To: Transportation Advisory Committee 01/18/2021
From: Jason Lien, 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 is working on the regional bicycle network for inclusion in the next plan.
- At the October TAC meeting, staff presented criteria for defining a regional bicycle network. Staff has conducted work to apply the criteria and will share those results.

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 topic was introduced to the TAC at the October 2020 meeting.

Public Involvement:

Staff presented to the Spokane Bicycle Advisory Board (BAB) at their December 2020 meeting.

Supporting Information/Implications:

SRTC is revisiting Horizon 2040's modal network definitions 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 attract bicycle trips and be used to highlight gaps in the bicycle facility network. SRTC has developed a comprehensive list of regional destinations for assessing bicycle network connectivity. Network connectivity asks whether a person can travel across the transportation system easily and safely on a bicycle. The intent of the regional network analysis is to illuminate system gaps and inform the region's plan for a more complete bicycle network, with emphasis on areas where travel demand is likely high.

First and foremost, SRTC proposes to focus on maintaining and building out the existing multi-use path system as the backbone of the regional network (e.g. Centennial Trail, Children of the Sun Trail). In addition, staff is categorizing regional destination types to show potential levels of priority/demand. At the TAC meeting, staff will seek feedback on priorities for bike travel demand and what the group generally sees as barriers in the network. This will help chart a path forward as work progresses on the MTP update. Further discussion will include how SRTC efforts are coordinated with ongoing work at local and state partner agencies.

More Information:

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

To: Transportation Advisory Committee 01/18/2021
From: Jason Lien, Principal Transportation Planner
Topic: **DivisionConnects Project Update**

Requested Action:

None. For information and discussion.

Key Points:

- DivisionConnects is a multi-jurisdictional study to analyze transportation alternatives, including implementation of bus rapid transit (BRT), in the Division Street study area.
- The first phase of the study will deliver the preferred alternative for BRT. The second phase of the study will further evaluate land use and multimodal refinements along the corridor.
- This memo provides an update on steps to develop, analyze, and screen out preliminary transportation scenarios for Division Street.
- The process has reached a final range of alternatives for consideration, and these will be part of a larger public outreach campaign beginning the week of January 18.

Board/Committee Discussions:

Emphasizing a regional approach to major transportation corridors was born out of the SRTC Board's strategic plan in late 2017. The SRTC funding portion for the Division Street Corridor Study was approved by the Board in March 2018, consisting of a \$400,000 STBG allocation as part of the 2018 SRTC Call for Projects. The Board authorized formation of a project steering committee at the March 2020 meeting. A project update was last provided to the Board at their December 2020 meeting. The TAC was last updated in August 2020. The Division Street Corridor Study is identified in SRTC's 2-year Unified Planning Work Program (UPWP).

Public Involvement:

The study process involves extensive public engagement. A project website is active (divisionconnects.org). Information about the project has been distributed through Neighborhood Councils, email lists, focus groups, print media, online questionnaires, agency newsletters, and social media. The current phase of public involvement is underway and a storymap will be available through the project website beginning the week of January 18. An online open house is scheduled for February 11, 2021.

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 selection of a preferred alternative for bus rapid transit along Division is a major component of the study, and this task is managed by STA. Project partners include City of Spokane, WSDOT, and Spokane County. A consultant team led by Parametrix is assisting with the work effort.

Since the last TAC update, the study process explored an array of preliminary scenarios for Division Street. The scenarios were developed based on a few basic building blocks: it must fit within existing right-of-way, it must accommodate multimodal travel (bus rapid transit, active transportation along Division and/or parallel streets), and it must provide options for north and south bus route termini. In November, the preliminary scenarios were evaluated through a high-level screening process with the project steering committee. The steering committee serves an advisory role for the study and consists of Commissioner Al French (SRTC and STA Boards), Council Member Kate Burke (SRTC and STA Boards), Council Member Candace Mumm (SRTC and STA Boards), Council Member Tim Hattenburg (STA Board), Susan Meyer (SRTC Board), and Mike Gribner (SRTC Board).

The scenario screening process was discussed at the steering committee meeting on 11/18/20, and consensus was reached to advance four out of nine preliminary scenarios to the full technical analysis of multimodal performance, future travel demand, and feasibility. The technical analysis occurred during December/January, and initial results were brought back to the steering committee on January 6th.

With review of initial technical findings on January 6, the steering committee gave consent to move alternatives forward for engagement with the community at large. Staff will discuss these 4 alternatives at the TAC meeting, highlight the technical evaluation, and explain next steps in the public engagement process. Public feedback and further analysis will guide the process toward selection of a locally preferred alternative (LPA) for bus transit. The study will continue through the rest of 2021 with analysis of land use and further refinement of multimodal options. Final study recommendations will conclude in early 2022. Schedule milestones for the next few months are shown in the table below.

Item	Oct-Nov	Dec	Jan	Feb	March	April	Thru 2021
Scenario development							
Steering Committee							
Technical evaluation							
Public engagement							
Agency Team							
Board updates							
LPA with STA Board							
LPA with SRTC Board							
Phase 2 Study							

More Information:

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

To: Transportation Advisory Committee 01/18/2021
From: Kylee Jones, Associate Transportation Planner II
Topic: **Metropolitan Transportation Plan Engagement Strategy**

Requested Action:

For information and discussion.

Key Points:

- Every four years the Metropolitan Transportation Plan (MTP) is updated and requires a public engagement process.
- The public engagement process must take place prior to the adoption of the MTP. “The public” includes all interested or impacted stakeholders, Title VI, and Environmental Justice communities, in addition too Federal, State, and local jurisdictions.
- Understanding the risks and constraints of the COVID pandemic and our outreach strategies is particularly important for this MTP update.
- The MTP engagement strategy focuses on five major milestones:
 - Development and distribution Transportation related survey (Spring)
 - Virtual MTP Kick-off Public Meeting #1 (Spring)
 - Hybrid MTP Public Meeting #2 (Late summer/Early fall)
 - Interagency Coordination and Collaboration (All year)
 - Plan Adoption through SRTC Board and Committees (All year)

Board/Committee Discussions:

The TAC has the opportunity to make suggestions and recommendations on MTP Engagement Strategy, including suggestions on additional outreach methods and messaging.

Public Involvement:

SRTC staff will implement the MTP Engagement strategy that includes a tailored approach to community engagement during the COVID pandemic. A variety of online and print will be available throughout 2021 during the MTP update.

Supporting Information/Implications

Requirements: PUBLIC INVOLVEMENT IN HORIZON 2040

SRTC’s Public Participation Plan includes several requirements for public outreach and document review during the MTP process. A variety of outreach methods and materials must be used to engage the public. In addition, the MTP must:

- Be updated at a minimum of every four years.

- Be reviewed by SRTC's Policy Board, Transportation Technical Committee and Transportation Advisory Committee prior to being adopted or accepted by the Board.
- Be reviewed through the Interagency Coordination and Collaboration process.
- Have a minimum 30-day public comment period prior to adoption.
- Have a Legal advertisement published including notice of a public comment period to be held to provide the public opportunity to review and submit comments about the document.
- Have notice of the public comment period sent to an extensive email distribution list.
- Have a public meeting hosted during the 30-day public comment period to solicit input.
- Be posted for review and comment on SRTC's web and blog sites.
- Be provided to Federal, State and member agencies for review and comment.
- The final version of the adopted document must be posted on the SRTC website.

More Information:

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

To: Transportation Advisory Committee 01/18/2021
From: Kylee Jones, Associate Transportation Planner II
Topic: **WA Dept. of Commerce ETS Grant and Spokane Regional Electric Vehicle Charging Infrastructure Plan**

Requested Action:

For information and discussion.

Key Points:

- Spokane Regional Electrification has two parallel processes: a regional electrification plan/vision and a \$2.5 million grant for electric vehicle supply equipment awarded to the Spokane region on December 14, 2020 by the Washington State Department of Commerce.
- The grant outlines requested ask of \$2.5M matched by partners (not SRTC) in the amount of \$3.9M, to fund 32 Direct Current (DC) Level 3 fast chargers and 110 Alternating Current (AC) Level 2 port connections at 51 strategic locations throughout Spokane County. The charging will be used for a variety of purposes including public, fleet, workplace, and bus charging.
- With SRTC regional leadership, this project will provide an essential catalyst for EV adoption and access in the region, creating positive economic and environmental impacts. The project prioritizes public access particularly paying special attention to historically underserved populations throughout the region by connecting community centers, libraries, commercial districts, and public transportation.
- The estimated project schedule is May 26, 2021 through May 25, 2024.
- The Department of Commerce Electrification of Transportation Systems (ETS) grant award is a catalyst for the Spokane region for many reasons, including:
 - SRTC is able to provide regional leadership and collaboration lead a process to establish and adopt one regional electrification vision in alignment with the Metropolitan Transportation Plan's (MTP) goals and objectives.
 - Successful example using a regional approach to compete for larger funding opportunities
 - Encourages the establishment of a regional EV (electric vehicles) plan/vision
 - Provides EV charging infrastructure to member agencies that would not otherwise have been able to provide EV services to employees and community members.

Board/Committee Discussions:

- In February 2020, The Department of Commerce released the Notice of Funding Opportunity for Electric Vehicle Supply Equipment (EVSE). Avista presented draft regional *Transportation Electrification (TE) Plan*, to SRTC Board, based on a 4-year pilot study that evaluated the region's needs, program methodology, costs, and benefits. In the TE plan, Avista outlines their plan to commit significant funds to build-out regional electrification needs.
- In March of 2020, SRTC staff held a Board "Lunch and Learn" workshop to discuss SRTC's role, the grant solicitation, and benefits of planning for EVSE as a region. In attendance was staff from multiple jurisdictions both public and private, several SRTC board members, and others

interested in participating. Discussion about grant and regional planning followed the presentations.

- In April 2020, the SRTC Board unanimously approved a motion for “SRTC to lead and submit regional grant application for EVSE, while allowing flexibility for final list of projects to be adjusted as additional due diligence is required for grant.”
- In June 2020, the Transportation Technical Committee received an update about the grant application and proposed regional electrification plan.
- In December 2020, the SRTC Board and partners were notified about becoming an “apparent successful grantee” for the \$2.5 million of EVSE funding through the Department of Commerce.

Public Involvement:

The Spokane Regional Electrification Grant process has included stakeholder and member agency collaboration and includes many educational and outreach opportunities for the general public. The education and outreach component of the grant relies on strategic partnerships and will be funded primarily by Avista.

The Board meetings and TTC meeting in which the ETS grant was discussed were open to the public.

Project Team & Critical Partner Involvement:

Thank you to all who signed letters of support and a big THANK YOU to our core project team members who helped write the grant;

- Rendall Farley – Electrification Manager, Avista
- Kara Odegard – Manager of Sustainability Initiatives, City of Spokane
- Kim Zentz – Executive Director, Urbanova

Thank you to ALL of our partners for support and participation;

- | | | |
|-----------------------------|------------------------------------|----------------------------|
| • Spokane Transit Authority | • Spokane County | • City of Spokane Valley |
| • City of Cheney | • City of Liberty Lake | • City of Spokane |
| • City of Airway Heights | • Spokane International Airport | • Spokane Public Libraries |
| • Spokane Parks Dept. | • Spokane Tribe of Indians | • Community Centers |
| • Fred Meyer's | • Itron | • Electrify America |
| • U-District | • WA State Dept. of Transportation | |

Supporting Information/Implications:

In early 2020 SRTC facilitated several meetings/workshops to receive input from stakeholders about EV charging infrastructure and level of interest. The ETS Core team comprised of SRTC, Avista, City of Spokane, and Urbanova wrote grant and gathered support letters from various elected officials. The grant was submitted on June 1, 2020. SRTC was notified on December 14, 2020 about becoming the “apparent successful grantee” for the \$2.5 million in EVSE from the Department of Commerce.

The project application outlined 51 site locations for EVSE, including bus charging, DC (Direct Current) fast charging, AC (Alternating Current) level 2 charging, micro-mobility opportunities, experience center, community education, and public outreach.

The project will have a positive economic and environmental impact and will benefit member agencies such as: Spokane Transit Authority, Spokane County, City of Spokane, Liberty Lake, Cheney, Airway Heights, the Tribes, Spokane International Airport, and Avista.

More Information:

- For more information about the ETS Grant please visit the Department of Commerce website: [WA Dept of Commerce ETS](#)
- For detailed information contact Kylee Jones as kjones@srtc.org or at 509.343.6370.