



Transportation Advisory Committee Meeting

Monday, February 22, 2021 • 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.



To Join Zoom Meeting

<https://us02web.zoom.us/j/82205556660?pwd=VDhjUXN6Wk1mMm9GOGRBOEJFdDV5UT09>

Meeting ID: 822 0555 6660 | Passcode: 234239

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

Meeting ID: 822 0555 6660 | Passcode: 234239



SRTC is committed to nondiscrimination in accordance with Title VI of the Civil Rights Act of 1964, and Civil Rights Restoration Act of 1987 (P.O. 100.259) and the Americans with Disabilities Act. Reasonable accommodations can be requested by contacting the SRTC office by telephone at (509) 343-6370 or by email at contact.srtc@srtc.org at least 48 hours in advance.

Transportation Advisory Committee Meeting

Monday, February 22, 2021 • 3:00 PM – 4:30 PM

AGENDA

- | | | | |
|--|-----|--|--|
| 3:00 | 1. | Call to Order / Record of Attendance | |
| 3:02 | 2. | Approval of January 25, 2021 Meeting Minutes | Page 3 |
| <u>INFORMATION AND DISCUSSION</u> | | | |
| 3:03 | 3. | Chair report on Board of Directors Meeting (<i>Chair Todd Coleman</i>) | n/a |
| 3:08 | 4. | Fish Lake Trail Connection Study (<i>Brandon Blankenagel, KPFF</i>) | n/a |
| 3:18 | 5. | Spokane Bicycle Advisory Board Update (<i>Rhonda Young</i>) | n/a |
| 3:28 | 6. | Transportation Projects and Events at Gonzaga University (<i>Rhonda Young</i>) | n/a |
| 3:43 | 7. | Metropolitan Transportation Plan Engagement Survey (<i>Kylee Jones</i>) | Page x |
| 4:05 | 8. | Public Participation Plan Update (<i>Kylee Jones</i>) | Page x |
| 4:15 | 9. | TAC member comments | n/a |
| 4:30 | 10. | Adjournment | <i>Next Meeting – Monday, March 22</i> |

MEETING MINUTES

Spokane Regional Transportation Council
Transportation Advisory Committee (TAC) Meeting
Monday, January 25, 2021 – Zoom Virtual Meeting

1. Call to Order/Roll Call - Chair Todd Coleman brought the meeting to order at 3:03 pm.

Members Present:

Todd Coleman, Chair	Melanie Rose, Vice Chair
Kennet Bertlesen	Rhonda Young
Raychel Callary	Mark Haberman
Liz Hall	Carlie Hoffman

SRTC Staff Present:

Kylee Jones, Associate Transportation Planner II	Kevin Wallace, Interim Executive Director
Jason Lien, Principal Transportation Planner	Michael Redlinger, Associate Transportation Planner III
Mike Ulrich, Principal Transportation Planner	Julie Meyers-Lehman, Admin-Exec Coordinator
Eve McMenamy, Principal transportation Planner	Michael Hagar, GIS Intern

2. Approval of Minutes

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

INFORMATION and DISCUSSION ITEMS

3. Chair Report on SRTC Board of Directors Meeting

Chair Coleman reported on the topics and discussions covered at the January 14 Board meeting.

4. TAC Work Plan Focus Brainstorming Activity & 2021 Schedule

Ms. Jones recapped the four focus areas of the 2020 TAC Work Plan and asked the group to reevaluate each area for relevancy and suggestions for next steps; she will incorporate this information into a schedule of events/tasks for 2021. The group stated their intention to concentrate on Focus areas 1 and 3 for now.

She recapped the work done by the TAC sub-group the Public Participation Plan to date and noted that all TAC members are welcome to participate at any time on this project.

Ms. Jones launched an online poll for members to submit ideas for deliverables in *Focus Area 1: Increased Engagement*. Suggestions included:

- Guest speakers/speaker's bureau in key forums to share projects needing regional decisions
- Increase access to input processes by those with limited access to technology or transportation
- Seek opportunities to collaborate with Greater Spokane Incorporated
- Join neighborhood communities on social media
- Additional brainstorming for this item around a specific topic, such as MTP or Electrification

A second poll for *Focus Area 3: Linkages Between Economic Development & Transportation* had responses such as:

- Focus on smart growth, not just growth
- Coordination with the SME Freight Team
- PDA as guest speaker

- Seek input from key developers in the region

Ms. Jones will consolidate the comments and circulate to TAC members for additional suggestions.

5. MTP Update - Regional Bike Network

Mr. Lien explained the Metropolitan Transportation Plan is in process of being updated and part of the update includes defining a regional bicycle network. He described the purpose of regional networks overall and the criteria for roads/paths/trails to be included in the bike network.

He asked the group for input on additional priority destinations and types of destinations, regardless of mode. The group discussed;

- Difficulty in determining if a bike trip is for primarily for exercise or is being used as a mode of transportation to reach a destination
- Connection gaps in the trail system
- Possible higher use of the bike network near universities
- Lack of north/south bicycle routes/trails
- Difficulties in accessing existing trails/shared use paths
- Areas with for-fee parking and/or difficult parking increases bike use
- Barriers to bike use isn't always a physical one; sometimes it can be challenges with motorists' attitude toward cyclists

Mr. Lien said the next steps will be incorporating the information from this discussion and also mapping out the gaps in the bike network.

6. DivisionConnects Update

Mr. Lien provided a background of the study, outlined the structure and listed agency partners. He presented information about the existing conditions on the Division corridor and the base assumptions in the development of future scenarios. The Steering Committee has approved the release of four bus rapid transit alternatives for public review and input and visuals on each were presented.

Mr. Lien spoke about the high-level analysis of future travel demand modeling screenlines completed by the consulting firm for each of the four build scenarios. More information including an online open house can be found at DivisionConnects.org; a virtual open house event for the public is scheduled for the evening of February 11. He described outreach efforts to property owners and businesses along the corridor.

The next phase of the study will change the focus from a transit/multimodal analysis to a land use analysis and continued refinement of the preferred transit alternative.

7. Metropolitan Transportation Plan Engagement Strategy

Ms. Jones reported there will be five main parts of the community engagement strategy: a community survey about transportation, a virtual MTP kick-off meeting in the spring, a hybrid virtual/in-person meeting in the late summer, ongoing interagency coordination/collaboration, and ongoing updates to the Board and committees.

She said staff will be seeking assistance from the TAC with development and distribution of the survey and with the two public meetings.

8. WA Dept of Commerce ETS Grant & Spokane Regional Electric Vehicle Charging Infrastructure Plan

Ms. Jones explained that Spokane Regional Electrification project has two parallel processes: (1) Implementation of electric vehicle charging stations as part of the grant award and (2) Creation of a regional plan for electrification as part of the Metropolitan Transportation Plan (MTP). She noted the success of obtaining the grant was due to many project partners and supporters.

She announced that the Washington department of Commerce awarded the Spokane region \$2.5M for electric vehicle charging equipment and infrastructure. This grant award was the largest of all the recipients and the only one on this side of the state. She provided a history of the grant collaboration process in 2020, addressed the proposed areas in which the funding will be spent, and outlined the roles and responsibilities of the grant partners (SRTC, Avista, City of Spokane, Urbanova).

The group talked about other potential locations for charging stations, emphasizing the need to track construction of new facilities where charging stations would be ideal (libraries, community centers). Chair Coleman told the group to email Ms. Jones with additional suggestions.

9. TAC Member Comments – Chair Coleman thanked Mr. Bertelsen for his years of service as prior TAC Chair.

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

Julie Meyers-Lehman,
Acting Recording Secretary

To: Transportation Advisory Committee 02/15/2021
From: Kylee Jones, Associate Transportation Planner II
Topic: **Metropolitan Transportation Plan (MTP) Engagement Survey**

Requested Action:

For information and discussion.

Key Points:

- The first MTP Engagement Strategy is the development and distribution of a transportation related questionnaire for the 2021 MTP update.
- The 2013 update of the MTP included a transportation needs survey. Survey results and public input were included in the MTP.
- There was no public survey distributed as part of the 2017 MTP update and therefore it does not contain a section of public input/opinions.
- In developing a public survey for the 2021 MTP we want to ensure that the most important information is captured. As part of brainstorming activity to be completed at the February 22 meeting, please help identify possible questions or information that you would want to share with SRTC. What public input can help SRTC inform our transportation related plans, programs, and projects? What questions should we ask the public?

Board/Committee Discussions:

The TAC can make suggestions and recommendations on MTP Engagement Strategy, including suggestions on additional outreach methods and messaging.

Public Involvement:

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

Supporting Information/Implications

- The MTP engagement strategy focuses on five major milestones:
 1. Development and distribution Transportation related survey (Spring)
 2. Virtual MTP Kick-off Public Meeting #1 (Spring)
 3. Hybrid MTP Public Meeting #2 (Late summer/Early fall)
 4. Interagency Coordination and Collaboration (All year)
 5. Plan Adoption through SRTC Board and Committees (All year)

- 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, which is scheduled for December 2021. “The public” includes all interested or impacted stakeholders, Title VI, and Environmental Justice communities, in addition to Federal, State, and local jurisdictions.
- Understanding the risks and constraints of the COVID pandemic and agency outreach strategies is particularly important for this MTP update.

More Information:

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

To: Transportation Advisory Committee
From: Kylee Jones, Associate Transportation Planner II
Topic: **Public Participation Plan (PPP) Update**

02/15/2021

Requested Action:

Information and discussion

Key Points:

- A TAC sub workgroup met December 8, 2020 to discuss the Public Participation Plan “periodic” update in line with 23 CFR 450.
- The same TAC sub workgroup met on February 19, 2021 to develop goals and objectives for the PPP.
- The draft goals and objectives developed at the workshop are shown on **Attachment 1** along with meeting notes (**Attachment 2**). Please forward comments, edits, or suggestions to draft goals and objectives document to Kylee Jones by February 26.
- The next workshops are March 9 from 12:00-1:30 PM and April 13 from 3:00-4:30 PM.

Board/Committee Discussions:

A status report on the work done by the TAC to the PPP work plan will be provided to the Transportation Technical Committee and SRTC Board of Directors by second quarter 2021. The TAC was briefed on the PPP during the October meeting.

Public Involvement:

The TAC represents a wide variety of perspectives and stakeholder groups. The PPP update will go through a mandated 45-day public comment period before its adoption. PPP updates and changes will be presented through a broader Metropolitan Transportation Plan public engagement process.

Supporting Information/Implications:

- The PPP is a tool for which SRTC staff can refer for public participation instructions and a place where the community can learn how, when, and how often we will engage with them for regional transportation planning.
- Federal and state regulations, guiding principles and policies regarding public participation are outlined in the PPP document.

- The timeline includes informing the TTC and Board by second quarter of 2021.
- The updated PPP will be presented to the Board for adoption in December 2021 in conjunction with the MTP adoption.

More Information:

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

SRTC Public Participation Plan - Goals and Objectives 2021

Theme	Goal	Objectives	Barriers addressed
<p>Accessible, Clear, Timely, and Accurate</p>	<p>Provide full public access to key decision points early and often on all transportation planning activities with clear, timely, accessible, and accurate information for meaningful participation.</p>	<ul style="list-style-type: none"> • Identify key decision points and areas of influence where public input is desired • Publicize access points and create avenues for access • Communicate outcomes of public participation opportunities • Explain how the public input will be used • Increase public and private intergovernmental communications and coordination 	<ul style="list-style-type: none"> • Does not know how to engage • Does not know how their feedback is used • Does not understand how transportation applies to them • Public input vs of public buy-in on pre-determined outcome
<p>Inclusive & Variety</p>	<p>Provide a proactive public participation process in all transportation planning activities, ensuring inclusion and support for participation by historically disenfranchised populations through a variety of modes of communication.</p>	<ul style="list-style-type: none"> • Identify historically disenfranchised populations, Title VI, and Environmental Justice communities and develop a plan for reaching each. • Develop relationships with cultural connectors, neighborhood leaders, business associations, and trusted members of the community to reach hard-to-reach populations. • Provide a variety of public participation options to reach a varied audience (e.g. public forums – when that becomes possible, create a vehicle for providing public comment electronically or in hard-copy format, utilize a survey to seek feedback, utilize focus groups, etc.)^[K1] • Remove barriers for those that experience challenges with in-person access (e.g. bus passes to public forums, etc.) 	<ul style="list-style-type: none"> • Limited resources • Technology barriers or no access to technology • Website interface challenges • Lack of childcare • Meetings held at inconvenient times and or locations • Mistrust • Bad previous experiences • Language barriers • Not using multiple literacies
<p>Education and Awareness</p>	<p>Increase public awareness and education of Spokane Regional Transportation Council (SRTC), regional planning, land use and transportation issues and activities across Spokane County</p>	<ul style="list-style-type: none"> • Provide media packages that include visualizations, text and message for easy distribution through our public and private partners. • Provide a variety of methods for receiving questions and feedback from the public • Use creative outreach methods to increase public interest and understanding about transportation plans, programs, and projects • Provide educational infographics, glossaries, and concise messaging for easy understanding • Monitor and evaluate outreach and feedback strategies, venues, 	<ul style="list-style-type: none"> • Difficult concepts • Lack of awareness • Lack of education • Technical jargon • Too much information (from all different sources) • Too difficult to give feedback • Apathy • Lack of SRTC advertising/outreach • People don't know what SRTC does

MEETING NOTES

**Spokane Regional Transportation Council
Transportation Advisory Committee (TAC) - Public Participation Plan Update – Workshop #2
February 9, 2021 12:00 pm – Zoom Video Conference**

TAC Members Present

Kennet Bertelsen
Melanie Rose
Mark Haberman
Dave Richardson
Carlie Hoffman

Staff Present

Kylee Jones
Michael Redlinger
Julie Meyers-Lehman

Ms. Jones recapped the SRTC Public Participation Plan (PPP), federal regulations for the PPP and explained the reasons why the plan is being updated. She highlighted the prioritized areas of opportunities chosen by the TAC members and presented the timeline. It was suggested to present the PPP update to the TTC earlier in the year so they can provide input.

The group reviewed the goals and objectives of other MPOs PPP plans. Some comments included;

- Discussion of keeping goals high level or being more specific
- Adding language to our goals about the inclusion of historically underrepresented groups
- Have a focus on **meaningful** input as well as providing opportunities for input well in advance of decision-making. Public input must be both **meaningful** and **timely**
- Continuously keeping public input is key. Often projects are pitched and planned and stakeholders are not brought into the process until the project is being implemented.
- Increased dissemination of information to the public is one of the main reasons the TAC was restructured
- Important to define and identify the interested parties and stakeholders for a project/program
- Likes the idea of having goals and objectives linked to each other
- In favor of listing out environmental justice groups specifically for inclusion
- Some members were in favor of a plan that has process and procedures laid out specifically while other members felt it would be best to avoid specifics as more vague wording allows for more flexibility for staff
- Discussion of how several objectives can be applied to multiple goals

Members evaluated the SRTC PPP's mission, vision, values and guiding principles. Observations included:

- Many of the principles are more like philosophies rather than policies
- Need to identify audience for the principles
- They should include the importance to reasonably address concerns and the importance of timely public involvement

The group discussed outreach barriers in our region. It was pointed out that mistrust of government and difficult concepts are key barriers.

Staff led the members in a brainstorm exercise to write down individual goals and objectives on a shared Google doc. Several comments not captured on the document were:

- To engage the public in the project and establish common expectations
- Provide an opportunity for meaningful public input and influence on projects
- Help them understand the issues, options and solutions
- Obtain public input and not just merely seeking public buy-in to an already determined outcome
- In favor of the Oahu MPO Goal 1: The public will be involved early and continuously in the decision-making process
- Ensure the education of the public to promote the broadest understanding of the region's needs

- Increasing public sector, private sector, and inter-governmental communications, and by reaching out to those who are underserved in the region (for example 30 neighborhood councils, 5 business associations, service clubs, Rotary, etc)