



Transportation Advisory Committee Meeting

Wednesday, May 24, 2021 • 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.



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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, May 24, 2021 ▪ 3:00 PM

AGENDA

Time	Item	Page #
3:00	1. Call to Order / Record of Attendance <u>FOR ACTION</u>	
3:02	2. Approval of April 26, 2021 Meeting Minutes	Page 3
3:03	3. 2022-023 Unified Planning Work Program (Michael Redlinger)	Page 6
<u>FOR INFORMATION & DISCUSSION</u>		
3:08	4. Chair Report on April 20, 2021 Board of Directors Meeting	n/a
3:11	5. Spokane Transportation Collaborative (<i>Holly Chilinski, Special Mobility Services</i>)	n/a
3:30	6. Unified List of Regional Transportation Priorities (<i>Eve Nelson</i>)	Page 63
3:45	7. Metropolitan Transportation Plan Update (<i>Mike Ulrich</i>)	Page 67
4:00	8. TAC Work Plan Status (<i>All</i>)	Page 69
4:15	9. Agency Update (<i>Kylee Jones</i>)	n/a
4:20	10. TAC member comments	
4:30	11. Adjournment	<i>Next Meeting Monday, June 28</i>

MEETING MINUTES

Spokane Regional Transportation Council
04/26/2021 Transportation Advisory Committee (TAC) Meeting
Zoom Video Conference

#1 Call to Order/Roll Call – Chair Todd Coleman brought the meeting to order at 3:01 pm.

Members Present:

Todd Coleman, Chair
Kennet Bertelsen
Rachel Callary
Mark Haberman
Melanie Rose, Vice Chair
Carlie Hoffman
Dave Richardson
Rhonda Young

Guests Present:

Paul Kropp
Mark Burrus
Shauna Harshman, City of Spokane
Char Kay, WSDOT-Eastern Region

SRTC Staff Present:

Kylee Jones, Associate Transportation Planner II
David Fletcher, Associate Transportation Planner III
Mike Ulrich, Principal Transportation Planner
Kevin Wallace, Executive Director

Michael Redlinger, Associate Transportation Planner III
Julie Meyers-Lehman, Admin-Exec Coordinator
Eve McMenemy, Principal Transportation Planner

ACTION ITEMS

2 Approval of March 2021 TAC Meeting Minutes

Ms. Rose made a motion to approve the minutes as presented. Mr. Bertelsen seconded. All votes were in favor.

INFORMATION & DISCUSSION ITEMS

3 Chair Report on Board Meeting

Chair Coleman provided a summary of the April Board meeting.

4 Unified List of Regional Transportation Priorities

Ms. McMenemy explained that as part of guidance from the new federal administration and proposed transportation spending packages at both the state and federal level, the SRTC Board has discussed the need for the region to be more cohesive about relaying regional transportation priorities. Rather than multiple cities/towns, chambers of commerce, transport providers, etc. all forwarding differing priority lists to legislators, a better strategy is for groups to come to agreement on 15 to 20 top projects for the region.

She described why SRTC is the logical choice to launch this effort and emphasized that while SRTC cannot lobby or create legislative agendas, SRTC can provide the technical information to assist in the creation of a unified list, then hand it off to members and stakeholder groups that do meet with legislators, such as the Regional Transportation Coalition. She spoke about how both the long-range plan, Horizon 2040, and the short-range plan, the Transportation Improvement Program, can be

utilized help develop the priorities. She presented a timeline and noted that the goal is to have a Board approved list by October so the chamber coalition can create marketing materials in time for the 2022 legislative session.

There was discussion about the criteria for projects relating to Horizon 2040 and how the TAC can become involved in public outreach for the unified list.

5 Public Participation Plan (PPP) Update

Ms. Jones recapped the background and requirements of the PPP then provided highlights of the last workshop, which focused on best practices to involved hard to reach communities. The next step in the process is to develop an evaluation matrix which can measure outreach success. The group discussed and some comments included:

- The recent workshop had good guest speakers and provided helpful information.
- Suggestion to keep the plan simple and implementable.
- One measurement of successful outreach is when the polarized voices on each end of a project move to towards the middle; it means people are thoughtfully considering the information.
- Remember to circle back to conversations held with community members.
- The earlier the public engagement can begin the better, particularly with the new Unified List of Regional Transportation Priorities; suggestion for TAC members to bring this up to the Board.
- Engaging the public now about the Unified List of Regional Transportation Priorities.
- Emphasis on a focus for creation of a transportation equity plan.

6 2022-2023 Unified Planning Work Program (UPWP)

Mr. Redlinger explained that staff is seeking input from the TAC on the UPWP document. Staff is currently reviewing best practices to address climate change, environmental justice and social equity within the policy framework.

He outlined the eight major tasks in the UPWP, highlighted key accomplishments from the 2020-2021 UPWP and some key milestones staff plans to meet in the upcoming two years. He provided a summary of the revenue and expenditure forecasts, the UPWP development timeline, and spoke about the coordination meeting held with representatives from WSDOT, Federal Highway Administration, Spokane Transit and SRTC staff.

7 TAC Member Comments

The group was asked to comment on progress of the TAC or general remarks. Some comments included:

- Would like the TAC to discuss the impacts of the high cost of transportation for lower income communities.

- How is equity defined? How do we take into consideration underserved areas? Are there existing conversations happening that the TAC can get involved in?
- Suggestions that the PPP work group can get out into the community to discuss those equity questions.
- There are representatives of disenfranchised communities on the Spokane Transportation Collaborative; may be helpful to reach out to them.
- Rising fuel and auto prices increases the pressure of transit to be at the right place at the right time.
- It may be useful to discuss how e-bikes rentals can serve community members who cannot afford cars.
- Many conversations about transportation leave out service workers who do not own vehicles and work hours prohibit them from using transit.
- Need to hold some discussions about filling the three vacant positions on the TAC.
- Suggestions for future guest speakers; City of Spokane Council Member Betsy Wilkerson, Gary Ballou from GSI
- Request to check status with TAC Workplan at the next meeting

Ms. McMenemy asked for two or three volunteers to assist with evaluating applications for the SRTC Call for Preservation Projects.

8 Adjournment

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

Acting Recording Secretary
Julie Meyers-Lehman

To: Transportation Advisory Committee 05/17/2021
From: Michael Redlinger, Associate Transportation Planner II
Topic: **SFY 2022-2023 Unified Planning Work Program (UPWP)**

Requested Action:

Recommend Board approval of the State Fiscal Years 2022-2023 Unified Planning Work Program.

Key Points:

- The UPWP is the foundational document outlining the core functions, planning studies, technical support and other ongoing planning activities conducted at SRTC.
- The state fiscal year (SFY) 2022-2023 UPWP covers a two-year period from July 1, 2021 to June 30, 2023.
- The UPWP two-year revenue and expenditure budget forecast is approximately \$4.6M.
- On April 27, 2021 the WSDOT Eastern Region Planning Office and WSDOT Tribal and Regional Planning (TRIP) Office, along with the Federal Transit Administration (FTA) and the Federal Highway Administration (FHWA), held a meeting with SRTC staff to review the draft SFY 2022-2023 UPWP, which resulted in a request for several minor edits and corrections which have already been incorporated into the draft document included in the packet.
- In relationship to the UPWP, USDOT recently released an Infrastructure for Rebuilding America (INFRA) grant opportunity with key objectives that focus on climate change, social justice and advancing racial equity. The Board was encouraged to share their perspectives on how SRTC could engage in this work. Over the SFY 2022-2023 UPWP period, SRTC plans to scope the process and workflow needed to update our equity and climate change planning.
- The UPWP includes major planning activities identified by Spokane Transit Authority and WSDOT Eastern Region are also included in the UPWP by appendices.

Board/Committee Discussions:

The Board of Directors, TTC, and Transportation Advisory Committee all received updates of the UPWP development in March and April. This month we are requesting the TAC move to recommend Board approval.

Public Involvement:

All meetings at which the SFY 2022-2023 UPWP was discussed have been open to the public.

Supporting Information/Implications

A development schedule for the SFY 2022-2023 UPWP is below.

Date	Action
03/24/21	UPWP Overview to TTC
03/28/21	UPWP Overview to Transportation Advisory Committee (TAC)
04/06/21	Preliminary draft of UPWP document to WSDOT TRIP
04/08/21	UPWP Overview to Board of Directors
04/27/21	On-site review meeting with WSDOT, FHWA, FTA, Spokane Transit
04/26/21	Draft UPWP presented to TAC
04/28/21	Draft UPWP presented to TTC
04/28/21	UPWP out for comment
05/13/21	Draft UPWP presented to the Board of Directors
05/13/21	Comment period closes. Comments from TTC and TAC due.
05/21/21	Comments from Board of Directors requested by 5/21
05/24/21	TAC recommendation of Board approval of draft UPWP
05/26/21	TTC recommendation of Board approval of draft UPWP
06/10/21	Board approval of UPWP
06/14/21	Approved UPWP submitted to WSDOT TRIP
06/21/21	WSDOT TRIP submits approved SFY 2022-2023 UPWP to FHWA/FTA
06/30/21	FHWA/FTA UPWP approval date
07/01/21	SFY 2022-2023 UPWP takes effect

More Information:

- For detailed information contact: Michael Redlinger at mredlinger@strc.org or 509.343.6370

To: Transportation Advisory Committee 05/17/2021
From: Eve McMenemy, Principal Transportation Planner
Topic: **Unified List of Regional Transportation Priorities**

Requested Action:

None. For information and discussion.

Key Points:

- On March 11, 2021 the SRTC Board of Directors directed staff to assist the Board in leading a collaborative process to assemble transportation priorities from agencies and jurisdictions throughout Spokane County into coherent, strategic list of regional transportation priorities so that the region is more competitive for state and federal funding opportunities. This project is named the Unified List of Regional Transportation Priorities.
- The Unified List requires Board endorsement by October 14 to allow the Regional Transportation Coalition and SRTC's members sufficient time to utilize the list for development of a 2022 transportation legislative agenda and supportive marketing materials.
- Staff has developed a draft work plan to deliver the Unified List of Regional Transportation Priorities by October 14, see **Attachment One**.
- In response to Board direction, staff has drafted project screening criteria to assist the Board in identifying transportation priorities suitable for a competitive list.
- The screening criteria are closely aligned with SRTC's regional priorities identified in:
 - Agency [Guiding Principles](#) and polices that have been vetted and approved through SRTC's Horizon 2040 planning process; and
 - Agency [Performance Measures and Targets](#) which have been approved by the SRTC Board through the Transportation Improvement Program process.

They were also developed to align with new federal emphasis areas of equity and climate change, see **Attachment Two**.

- Staff is also seeking guidance and input from the TAC, regarding any fatal flaws in the screening criteria, or criteria that may be suitable for this year's process or in a future screening process as this Unified List development is expected to occur annually. Staff will share SRTC Board of Directors' feedback on the screening criteria.
- SRTC will coordinate with our member agencies, the Regional Transportation Coalition, and the public.

Board/Committee Discussions:

The Board discussed regional transportation project priorities at the February, March, April, and May 2021 Board meetings. At their February 11, 2021 meeting the SRTC Board adopted the following general regional transportation priorities:

- Priority One – Completion and Acceleration of the Connecting Washington Program
- Priority Two – Transportation System Preservation and Maintenance

The Board also held a workshop on March 1, 2021, to discuss the need and support for setting more regional project priorities. At their March 11, 2021 Board meeting the Board directed SRTC to pursue a Unified List of Regional Transportation Priorities.

The TAC received an introductory memo and presentation to the project at their April 2021 meeting.

Public Involvement:

All meetings at which this topic was discussed have been open to the public.

Supporting Information/Implications:

Several transportation spending bills were introduced in the WA Legislature this session and the Biden administration has unveiled a ~\$2T “American Jobs Plan” which provides for ~\$650M in transportation related investment. While the State did not pass a transportation spending bill this session and Biden’s Plan has yet to work its way through the Legislative process, the SRTC Board has expressed a desire for the region to be well positioned when transportation dollars are made available. The American Jobs Plan aims to move towards 100 percent clean power by 2035 and commits to delivering 40 percent of the total investment benefits to disadvantaged communities.

Equity continues to be identified as a priority as Governor Inslee is expected to sign SB 5141 (HEAL Act) which would, among other things, require the Department of Transportation to, “include an environmental justice implementation plan within the agency's strategic plan, by January 1, 2023.” The law would also require WSDOT to, where practicable, “focus applicable expenditures on creating environmental benefits experienced by overburdened communities and vulnerable populations,” by July 1, 2023.

More Information:

- Attachment One: Draft Work Plan
- Attachment Two: Draft Screening Criteria
- For detailed information contact: Eve McMenemy at evemc@srtc.org or Mike Ulrich at mulrich@srtc.org or 509.343.6370

Workplan

UNIFIED LIST OF REGIONAL TRANSPORTATION PRIORITIES

Spokane Regional Transportation Council | May 2021

Task 1: Collect Project Submittals/Combine Existing Projects from MTP

- 1.1 Send request to jurisdictions for projects that were submitted to Sen. Murray or Rep. McMorris Rodgers (complete)
- 1.2 Connect with WSDOT ER Planning staff to determine regional priorities for WSDOT
- 1.3 Identify projects that are either partially funded or unfunded in the MTP (complete)
- 1.4 Collate projects and collect relevant attributes (i.e. – project type, cost estimate, etc.)
- 1.5 Verify with stakeholders that all projects have been captured

Task 2: Identify “Screening Criteria”

- 2.1 Existing guiding principles, policies, and performance measures in Horizon 2040 (complete)
- 2.2 New federal objectives related to climate change, equity, and environmental justice
- 2.3 Identify other attributes as proxies for “project readiness” in addition to design level, environmental requirements, ROW status, etc. (complete)
- 2.4. Consult with TTC and TAC to help identify fatal flaws and lessons learned for 2022 process

Task 3: Analyze Screening Criteria to Develop Draft List

- 3.1 Identify agenda parameters in terms of dollar amount and number of projects
- 3.2 Identify what rises to level of “importance” for inclusion (e.g. – regionally important)
- 3.3 Board approves methodology in June

Task 4: Present Draft List to Board, Committees, and Public

- 4.1 Present draft list to committees in August and board in September
- 4.2 Solicit public input
- 4.3 Revise list based on feedback
- 4.4 Board approves final list in October

Task 5: Deliver Final List to GSI, Valley Chamber, AGC and Other Private/Public Stakeholder Partners

Project Screening Criteria

UNIFIED LIST OF REGIONAL TRANSPORTATION PRIORITIES

Spokane Regional Transportation Council | May 2021

Project Readiness and Local Priority

Project Readiness

1. Percent funded, Design status, Right-of-way status and Environmental status

Local Priority

2. Is the project identified in a public planning process or study?
3. What is the local priority rank for this process?

Metropolitan Transportation Plan Consistency

Regional Significance

4. Is the project regionally significant?
5. Is the project in the MTP?

Economic Vitality

6. Does the project provide access within or between two or more regional activity centers; or is it on the regional freight priority network?

Maintenance, Preservation, and Operations

7. Does the project incorporate Travel Demand Mgmt. (TDM), Transportation Systems Mgmt. & Operations (TSMO), or capacity improvement strategies without adding new travel lanes or roadways?
8. Does this project improve National Highway System (NHS) bridge or pavement condition, or contribute to meeting STA adopted Public Transit Asset Management Targets?

Stewardship

9. Does the project increase redundancy in areas of limited connectivity?¹
10. Does the project increase single occupancy vehicle (SOV) travel lanes and expand roadway capacity?
11. Does this project implement electrification strategies?

Quality of Life

12. Does the project increase transit or active transportation access or service frequency?
13. Does the project increase transit or active transportation access, or service frequency, to areas of potential disadvantage?²

Safety

14. Does the project incorporate appropriate countermeasures to address existing safety issues or contribute to STA meeting adopted Public Transit Safety Targets?

¹ Areas of limited connectivity defined as those lacking the infrastructure necessary to support [federal functional classification spacing guidelines](#).

² Areas of potential disadvantage defined as Census Tracts containing higher than average concentrations of populations identified in SRTC's Indicators of Potential Disadvantage (IPD).

To: Transportation Advisory Committee
From: Mike Ulrich, Principal Transportation Planner
Topic: **Metropolitan Transportation Plan Update**

05/17/2021

Requested Action:

For information and discussion.

Key Points:

- The Metropolitan Transportation Plan (MTP) serves as SRTC's primary planning product.
- By federal regulation it is required to consider a planning period of at least 20 years, with this update adopting a horizon year of 2045.
- The plan houses the guiding principles and policies which serve to inform transportation related investment in the region.
- SRTC updates the plan every four years and Horizon 2045 is scheduled to be adopted in December 2021.
- This update will be more of a refresh than a full-fledged overhaul of the plan. There are several critical elements that will be developed or updated which include:
 - Freight Study and Investment Strategy
 - Land Use Forecast
 - Regional Priorities Network
 - Financial Assessment
 - Public Participation Plan
- At the May meeting staff will present a general overview of the update's progress. Additional agenda items in May and June will focus on specific elements being updated.

Board/Committee Discussions:

The Board has been briefed on elements of the plan that are being updated through the course of the last year. Ultimately, the Board is responsible for adopting the plan update. They will be presented with a draft of the plan in September or October of 2021.

The TTC has also been briefed on update elements through the course of the last year. Additionally, several of the update elements have subject matter expert teams which our supporting the update effort. TTC members have participated on several of the subject matter expert teams.

Public Involvement:

Each new element of the MTP has utilized a subject matter expert team to both guide the technical study efforts and meet the public participation requirements as detailed in the [Public Participation](#)

[Plan](#). The public will have an opportunity to provide input and feedback on the MTP elements through multiple outreach engagement efforts, virtual meetings, educational material and public comment period throughout 2021, before Horizon 2045 adoption in December 2021.

Supporting Information/Implications:

The current MTP, Horizon 2040 can be accessed [here](#).

More Information

- For additional information contact: Mike Ulrich at mulrich@srtc.org or 509.343.6370.

Transportation Advisory Committee

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 to make the best use of committees' 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 conversations, strengthening recommendations to the Board.

Ultimately, final decisions will be made by the Board. Members of the Board have an open invitation to our monthly TAC meetings. We value the Board's perspective and very 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 TTC to 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 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