



# Transportation Advisory Committee Meeting

Monday, July 26, 2021 • 3:00 PM

Virtual Meeting via Teleconference

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Join Zoom Meeting

<https://us02web.zoom.us/j/86376458510?pwd=b2tRZE9vcml3NTRPZm9MZWxmaGhQdz09>

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# Transportation Advisory Committee Meeting

Monday, July 26, 2021 ▪ 3:00 PM

## AGENDA

Time	Item	Page #
3:00	1. Call to Order / Record of Attendance	
<b><u>FOR ACTION</u></b>		
3:02	2. Approval of June 28, 2021 Meeting Minutes	Page 3
3:03	3. Transportation Improvement Program (TIP) Call for Preservation Projects ( <i>Jason Lien, SRTC</i> )	Page 5
<b><u>FOR INFORMATION &amp; DISCUSSION</u></b>		
3:15	4. Chair Report on June 2021 Board of Directors Meeting	n/a
3:20	5. Status of the North Spokane Corridor ( <i>WSDOT</i> )	n/a
3:40	6. Metropolitan Transportation Plan: Needs Analysis ( <i>David Fletcher, SRTC</i> )	Page 8
3:50	7. Metropolitan Transportation Plan: Public Engagement ( <i>Kylee Jones, SRTC</i> )	Page 10
4:05	8. Agency Update ( <i>Kylee Jones</i> )	n/a
4:10	9. TAC member comments	
4:15	10. Adjournment	

**MEETING MINUTES**

**Spokane Regional Transportation Council**  
**06/28/2021 Transportation Advisory Committee (TAC) Meeting**  
**Zoom Video Conference**

**#1 Call to Order/Roll Call** – Chair Todd Coleman brought the meeting to order at 3:02 pm.

***Members Present:***

Todd Coleman, Chair  
Kennet Bertelsen  
Dave Richardson

Melanie Rose, Vice Chair  
Raychel Callary

***Guests Present:***

Kara Odegard, City of Spokane  
Gary Ballew, GSI  
Shauna Harshman, City of Spokane  
Ted McDermott

***SRTC Staff Present:***

Kylee Jones, Associate Transportation Planner II  
Eve McMenemy, Principal Transportation Planner  
Jason Lien, Principal Transportation Planner

Michael Redlinger, Associate Transportation Planner II  
Julie Meyers-Lehman, Admin-Exec Coordinator

**ACTION ITEMS**

**# 2 Approval of May 2021 TAC Meeting Minutes**

***Ms. Rose made a motion to approve the minutes and Mr. Bertelsen seconded. Motion carried unanimously.***

**INFORMATION & DISCUSSION ITEMS**

**# 4 Chair Report on June 2021 Board of Directors Meeting**

Chair Coleman highlighted actions taken and discussions from the June SRTC Board meeting.

**# 5 City of Spokane Sustainability Action Plan**

Ms. Kara Odegard from City of Spokane gave an overview of the City's plan to create a framework to meet state and local requirements in terms of clean energy and climate change goals. She described the plan development to date, provided details about the goals and objectives, and highlighted the ways in which citizens can get involved and stay informed of the process. She emphasized that the plan is not finalized and the City is still actively seeking input from both residents and local agency staff.

**# 6 Regional Economic Development**

Mr. Gary Ballew, VP of Economic Development at Greater Spokane Incorporated, spoke about the update to the Comprehensive Economic Development Strategy (CEDS), which is fundamentally a document required for communities which receive federal funding for economic development. He explained the CEDS is in the midst of being updated and the process is very important and will include a great deal of public participation. GSI wants to include communities that perhaps have not been involved in economic development discussions in the past.

He noted a dedicated CEDS website will be launched soon and he spoke about reaching out to geographic areas beyond Spokane County. The group discussed how CEDS interacts with regional transportation issues, linkages between housing/employment and transportation, and affordable housing as part of regional economic development.

### **# 7 Transportation Improvement Program (TIP) Call for Preservation Projects**

Mr. Jason Lien provided background information and a status update, including the information about the 18 projects for which applications were received. He reviewed the amount of funding available and asked the committee their thoughts about whether (1) the remaining rural dollars should be spent on current projects or (2) rolled into the 2022 call for preservation projects. He emphasized that policy specifies that the projects must deliver in 2022 or 2023.

The group discussed; comments included;

- Concerns about the required funding match and the difficulties for small towns to meet that
- To be considered for match funding from TIB, jurisdictions must apply on their own
- SRTC cannot provide 100% of funding for any project through this STBG grant program
- Federalizing projects sometimes makes it more expensive
- Increasing costs of materials and cost overruns
- Smaller funding awards can provide big impacts to smaller communities

TAC members agreed that allocating the funds as part of the 2021 call was the preferred option. This item will come before the TAC in July for a formal recommendation.

### **# 8 Metropolitan Transportation Plan Engagement**

Ms. Kylee Jones described the Horizon 2045 engagement goals, milestones, and timeline. She spoke about the transportation questionnaire under development and highlighted some community groups to which the questionnaire specifically will be distributed. She emphasized that the focus of community outreach will be on quality versus quantity, meaning that a special effort will be made to interact with hard to reach populations to obtain their input.

She provided details about the upcoming public meeting on June 30.

### **# 9 Agency Update**

Ms. Jones reported:

- It is expected that the new SRTC Executive Director will be named at the July 8 Board meeting
- The DATA (Data Application for Transportation Analysis) project is moving into Phase 2

### **# 10 TAC Member Comments**

There were no comments.

### **# 8 Adjournment**

There being no further business, the meeting adjourned at 4:29 pm.

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Julie Meyers-Lehman,  
Acting Recording Secretary

To: Transportation Advisory Committee 07/19/2021  
From: Jason Lien, Principal Transportation Planner  
Topic: **Transportation Improvement Program (TIP) Call for Preservation Projects**

**Requested Action:**

Recommend project awards for Board approval for the 2021 Call for Preservation Projects, as outlined in the Attachment.

**Key Points:**

- In 2018 the SRTC Board set aside \$6M of Surface Transportation Block Grants (STBG) during the 2018 Call for Projects to fund capital maintenance and preservation projects to obligate and deliver in 2022 and 2023.
- In October 2020 the SRTC Board approved a new TIP policy to hold a preservation call for projects every two years to assist the agency in meeting our federal funding obligation targets. Preservation projects are generally less complicated and add certainty toward project delivery.
- SRTC released a Call for Preservation Projects in March 2021. Eight agencies submitted \$12M in project requests.
- SRTC convened a multi-agency scoring team consisting of three TTC Members, two TAC Members, and two SRTC Staff Members to score project applications. Additionally, a three-person multi-agency team of pavement specialists reviewed and verified all the pavement conditions in the submitted applications.
- In March 2021 the SRTC Board approved the following investment principles to apply to awarding projects.
  - 1) Limit awards to a maximum of \$1M per project so multiple projects can be funded. This is suggested to prevent any one large project from potentially absorbing most of the available funding.
  - 2) Limit any one jurisdiction to a maximum of \$2M in total awards, for geographical distribution.
- Federal and state funding requirements ensure that rural and small cities are distributed a portion of the awards. The rural and small city combined awards must be at least \$804,437 and not greater than \$1,653,000 of the total \$6M available.
- The **Attachment** contains the recommended distribution of awards based on the top application scores by geographic category, local agency priority, and the Board-approved investment principles.

**Board/Committee Discussions:**

The Call for Projects preliminary results were shared as an information item at the June TTC and TAC meetings. The same information was shared at the July Board meeting.

**Public Involvement:**

All Board and committee meetings are open to the public. When additional funds are allocated to projects by SRTC, a TIP Amendment 10-day public comment period will be opened.

**Supporting Information/Implications:**

The recommended project awards (attached) are based on the following:

- #1 scoring Urbanized Area project – Full award of request
- #2 scoring Urbanized Area project – Full award of request
- #4 scoring Urbanized Area project – Full award of request. #3 project skipped from the same agency due to #4 being the top priority as noted by the agency. With that, Spokane Valley is at \$2M in maximum awards per the investment principles.
- #5 scoring Urbanized Area project – Full award of request
- #7 scoring Urbanized Area project – Project awarded the remaining minimum in the Urbanized Area category. #6 project skipped from the same agency due to #7 being the top priority as noted by the agency. Flexible funding applied to get to full award of request. With that, Spokane is \$281,500 away from the \$2M in maximum awards per the investment principles.
- #1 scoring Rural project (#10 overall score) – Full award of request
- #1 scoring Urban Small project (#11 overall score) – Project awarded the minimum in the Urban Small category. Flexible funding applied to get to full award of request.
- #2 scoring Rural project (#12 overall score) – Project awarded the remaining minimum in the Rural category. Remaining flexible funding balance applied to award 88% of the funding request. Spokane County has indicated they can deliver the project awarded at 88%. \$0 balance remains of the \$6M available in the Call for Projects.

Discussion and action on the recommendation will be sought at the July 26 meeting, which will be brought to the Board for approval at their August 12 meeting. The 2022-2025 TIP will be drafted with the project awards approved by the Board.

**More Information:**

- See Attachment: Recommended Awards
- For detailed information contact: Jason Lien at [jlien@srtc.org](mailto:jlien@srtc.org) or Eve McMenemy at [evemc@srtc.org](mailto:evemc@srtc.org) or 509.343.6370.

**2021 SRTC Call for Preservation Projects**  
**\$6,000,000 Available - Recommended Awards**

						STBG			
						Urbanized Area Award min	Urban Small Award min	Rural Award min	Flex funding
Scoring Rank	Agency/ Rank	Project Name	Match	Requested/ Eligible	Score	<b>\$4,346,950</b>	<b>\$118,456</b>	<b>\$685,891</b>	<b>\$848,703</b>
1	COS-2	Maple/Ash Chip Seal	25.0%	\$718,500	84.6	<i>\$718,500</i>			
2	SV-2	Sprague Avenue Preservation	49.9%	\$1,000,000	81.0	<i>\$1,000,000</i>			
3	SV-3	Evergreen Road Preservation	13.5%	\$824,519	79.7				
4	SV-1	Broadway at I-90 Preservation	44.0%	\$1,000,000	78.1	<i>\$1,000,000</i>			
5	SC-1	Freya Street Preservation	25.0%	\$745,500	72.9	<i>\$745,500</i>			
6	COS-3	Washington/Stevens Grind & Overlay	25.0%	\$867,750	71.1				
7	COS-1	Haven Street Grind & Overlay	28.5%	\$1,000,000	70.7	<i>\$882,950</i>			<i>\$117,050</i>
8	COS-4	29th Avenue Grind & Overlay	25.0%	\$561,750	67.4				
9	SC-4	Magnesium Road Preservation	25.0%	\$529,500	67.3				
10	DP-1	E. Crawford Avenue Preservation	13.5%	\$500,131	66.9			<i>\$500,131</i>	
11	CH-1	Washington Street Preservation	20.0%	\$420,300	64.7		<i>\$118,456</i>		<i>\$301,844</i>
12	SC-3	Elk-Chattaroy Preservation	25.0%	\$696,000	63.7			<i>\$185,760</i>	<i>\$429,809</i>
13	SC-2	Starr Road Preservation	25.0%	\$954,000	60.3				
14	AH-1	Lawson Street Grind & Overlay	13.5%	\$494,702	44.4				
15	SPG-1	Old State Route 195 Grind & Overlay	0.0%	\$432,740	30.3				
16	AH-2	Lundstrom Street Grind & Inlay	13.5%	\$680,184	30.1				
17	FF-2	Fairfield Citywide Chip Seal	0.0%	\$224,623	25.9				
18	FF-1	Bradshaw & Brewster Grind & Inlay	0.0%	\$254,673	24.0				
<b>Remaining Balance</b>						\$0	\$0	\$0	\$0

- AH Airway Heights
- CH Cheney
- DP Deer Park
- FF Fairfield
- SPG Spangle
- COS Spokane
- SC Spokane County
- SV Spokane Valley

To: Transportation Advisory Committee 07/19/2021  
From: David Fletcher, Associate Transportation Planner III  
Topic: **Metropolitan Transportation Plan (MTP) Needs Analysis**

**Requested Action:**

None. For information and discussion.

**Key Points:**

- The transportation needs analysis is a big picture estimate of the cost to adequately operate and maintain the region's transportation system over the plan's 20+ year horizon. It is part two of the MTP's financial assessment—part one, the financial forecast, estimates future transportation revenues and was completed earlier this year.
- It is required under 23 CFR § 450.324(f)(11) to include system-level estimates of the cost to adequately operate and maintain the region's federal-aid road network and public transportation. Additionally, it must take into account all projects and strategies proposed for funding.
- Staff presented a draft needs analysis methodology to the Transportation Technical Committee (TTC) at their May meeting. On June 15, SRTC held a needs analysis workshop with member agency staff to develop and refine that methodology. The updated methodology was presented to the TTC at their June meeting.
- The updated methodology was presented to the TTC at their June meeting. Whenever possible, it utilizes local data to inform the estimated costs of future transportation needs. A detailed table of the methodology is included in the Supporting Information/Implications section of this document.

**Board/Committee Discussions:**

The TTC was initially briefed on the transportation needs analysis methodology in their May 2021 meeting. Based on the Committee's feedback, SRTC held a needs analysis workshop with member agency staff on June 15, 2021 to refine the methodology. An update of the MTP Needs Analysis was presented to the TTC at their June meeting.

**Public Involvement:**

The transportation needs analysis is part of SRTC's MTP update. An MTP public participation plan has been drafted for the update. It will utilize public education and engagement to validate that the MTP and its various elements align with and implement the community vision.



**Supporting Information/Implications:**

Member agency staff provided SRTC with a significant amount of feedback to refine the methodology in the needs analysis workshop. This included retaining the four categories of need from Horizon 2040, the previous MTP update, as opposed to grouping preservation with operations and maintenance. The updated needs analysis methodology is shown in the table below.

**MTP Transportation Needs Analysis Methodology by Category**

	<i>Operations &amp; Maintenance</i>	<i>Preservation</i>	<i>Regionally Significant Capital</i>	<i>Programs</i>
<b>Local</b>	Based on data provided by local jurisdictions	Average annual cost per lane mile	MTP regionally significant projects list	Projects identified in 6-year TIP or CIP
<b>WSDOT</b>	Based on data provided by WSDOT	Based on data provided by WSDOT		Planned WSDOT projects
<b>STA</b>	STA operating expenditure projections	N/A		STA capital & fleet replacement expenditure projections

**More Information:**

For detailed information contact: David Fletcher at [dfletcher@srtc.org](mailto:dfletcher@srtc.org) or 509.343.6370.

To: Transportation Advisory Committee 07/19/2021  
From: Kylee Jones, Associate Transportation Planner II  
Topic: **Metropolitan Transportation Plan: Public Engagement**

**Requested Action:**

None. For information and discussion.

**Key Points:**

- The Metropolitan Transportation Plan (MTP) Public Meeting #1 was held on June 30, 2021 from 5:30-6:30 PM on Zoom and livestreamed on Facebook. Approximately 25 members of the public participated in the event.
- At the meeting staff premiered a new SRTC informational video, which can be found on at <https://www.youtube.com/watch?v=5QpKKAu2tl8>. The video describes SRTC's role in the region, explains ways community members can become involved in the transportation planning process, and invites individuals to share their thoughts for the MTP update, titled Horizon 2045.
- The meeting concluded with an open discussion about transportation needs, challenges, and barriers of communities in the greater Spokane region.
- The MTP transportation questionnaire launched on 6/30/21. The questionnaire was shared at the public meeting, on Facebook, LinkedIn, Spokane Reddit page, Nextdoor Neighborhood App, Twitter, and emailed to over 500 contacts. Additionally, the questionnaire has been shared with our partner agencies such as, Spokane Transit Authority (STA), the Washington State Department of Transportation (WSDOT), the City of Spokane and Spokane County to post on their respective social media platforms and email distribution lists. Since it was released, over 250+ people have completed the questionnaire, which can be found at <https://www.surveymonkey.com/r/horizon2045>
- Outreach to historically excluded communities through focus groups and individual conversations is in process with help of our consultant, CedarPlank.

**Board/Committee Discussions:**

The TAC made suggestions on the MTP Engagement Strategy, including recommendations on additional outreach methods and messaging at a January 2021 TAC Meeting and throughout the Public Participation Plan update process.

**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.

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**

Every four years the MTP is updated and requires a public engagement process according to the 23 CFR § 450.324.

The public engagement process must take place prior to the adoption of the MTP. “The public” is defined as all interested or impacted stakeholders, Title VI/Environmental Justice communities, in addition to Federal, State, and local jurisdictions.

The MTP engagement strategy focuses on five major milestones:

1. Development and distribution of a transportation related questionnaire, an educational video, and flyers (spring/early summer)
2. Virtual MTP Kick-off Public Meeting #1 (early summer)
3. Hybrid MTP Public Meeting #2 (early fall)
4. Interagency Coordination and Collaboration (All year)
5. Plan Adoption through SRTC Board and Committees (All year).

**PUBLIC INVOLVEMENT IN HORIZON 2045**

SRTC’s Public Participation Plan identifies several requirements for public outreach and document review during the MTP update. 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](mailto:kjones@srtc.org) or 509.343.6370