

**Spokane Regional Transportation Council – Transportation Advisory Committee**

03.22.2023 | Meeting Minutes

Hybrid Meeting at SRTC, 421 W Riverside Ave Suite 504, Spokane WA 99201 and virtually on Zoom

**# 1 Call to Order/Record of Attendance**

Chair Kim Zentz called the meeting to order at 3:01pm and attendance was taken.

In Attendance

**TAC Members**

Raychel Callary

Todd Coleman

Charles Hansen

Bill White

Charlie Wolff

Rhonda Young

Claudine Zender

Kim Zentz

**SRTC Staff**Jason Lien, *Principal Transportation Planner*Mike Ulrich, *Principal Transportation Planner*David Fletcher, *Principal Transportation Planner*Kylee Jones, *Assoc. Transportation Planner III*Michael Redlinger, *Assoc. Transportation Planner II*Lois Bollenback, *Executive Director*Eve McMenamy, *Deputy Executive Director*Julie Meyers-Lehman, *Admin-Exec Coordinator*

As there was not yet a quorum, Agenda Item 2 (March meeting minutes) was temporarily tabled.

**# 3 Public Comments**

There were no comments.

**# 4 TAC Member Comments**

Ms. Young reported that last month Ms. Zentz received recognition from the American Society of Civil Engineers for her distinguished career.

**# 5 Chair Report on SRTC Board of Directors Meeting**

Chair Zentz provided a review of actions and discussions at the March SRTC Board meeting.

**ACTION ITEMS****# 6 2023-2026 Transportation Improvement Program (TIP) April Amendment**

Ms. Jones summarized the six projects in the proposed amendment. There were no questions or discussion. An eighth TAC member joined the meeting and quorum was reached.

***Mr. Wolff made a motion to recommend Board approval of the April TIP Amendment. Ms. Young seconded. Motion passed unanimously.*****# 2 Approval of February 2023 TAC Meeting minutes**

Two typographic errors were noted.

***Mr. Hansen made a motion to approve the minutes as corrected. Ms. Callary seconded. Motion passed unanimously.***

## **# 7 Transportation Performance Management: PM2 Infrastructure**

Mr. Ulrich summarized the requirements of Metropolitan Planning Organizations, such as SRTC, to establish infrastructure performance targets and he described the performance target measures in SRTC's planning area for bridge conditions and pavement conditions, both on and off the National Highway System (NHS). He explained the two options available are to (1) agree to plan and program in support of WSDOT's PM2 targets or (2) establish quantifiable regional targets. There were no questions or discussion.

*Ms. Young made a motion to recommend that the SRTC Board agree to plan and program projects that contribute to the accomplishment of WSDOT PM2 targets. Mr. Wolff seconded. Motion passed unanimously.*

## **INFORMATION & DISCUSSION ITEMS**

## **# 8 Transportation Performance Management: PM3 System Performance**

Mr. Ulrich reviewed the statewide performance measures set by MPOs every four years for system performance, which are:

- Highway System Performance (Congestion)
  - % of person-miles on the Interstate System that are reliable
  - % of person-miles on the Non-Interstate Systems that are reliable
- Truck Travel Time Reliability Index
- Congestion Mitigation & Air Quality (CMAQ) Program
  - Peak hours of excessive delay per capita in Spokane urbanized area
  - Non-Single Occupancy Vehicle travel in Spokane urbanized area
  - Particulate matter then than 10 microns per day
  - Carbon monoxide (kg/day)

He spoke about ways in which SRTC is currently addressing system performance, such as programming \$10M for CMAQ eligible projects and updating the Congestion Management Process. Similar to the safety and infrastructure performance measures, SRTC is given the choice to support WSDOT targets or develop their own.

The group discussed how completion of the NSC will affect many of these measures, what is meant by the term "reliability", and a suggestion to consider the current performance.

## **# 9 Safe Streets and Roads for All Grant Update**

Mr. Ulrich announced that the federal Safe Streets and Roads for All (SS4A) grant program awarded SRTC was awarded \$400K to develop a Regional Safety Action Plan. SRTC will do this in collaboration with member agencies and regional partners; the plan is estimated to be completed in spring 2024. He outlined the next steps in the process, which include obtaining developing memorandums of agreements and securing a consultant. He reported that work on the action plan should begin this summer.

SRTC is asking a few volunteers from both advisory committees to assist with the consultant RFP process; Ms. Callary volunteered. There was no further discussion.

## **# 10 Equity Working Group**

Mr. Redlinger provided a background of the Equity Planning Framework, adopted by the Board in December. One of the key recommendations of the Framework was the implementation of an equity work group/equity advisory group. He described the types of activities this group would undertake. such as providing input on SRTC's equity statement, making suggestions on public outreach, and reviewing the Public Participation Plan.

Mr. Redlinger described the similarities and differences between a work group and an advisory group and explained that a work group has a more informal structure and greater flexibility in membership and meeting structure. An advisory group would require adoption by the Board, membership changes subject to Board approval, agendas, meeting, minutes, formal meeting structure, etc. Members were asked to discuss. One member stated their preference for developing an advisory committee option and another suggested starting with a working group, but with a specific plan/timeframe to move to a more formalized advisory committee.

#### **# 11 Bicycle Level of Traffic Stress (LTS)**

Mr. Lien provided an update of the project, which is a review of facilities on the bike priority network to identify areas of high/low stress in terms of interaction with vehicular traffic. Staff are midway through the data collection process and will then begin assigning LTS grades to the network. The preliminary results will be presented to the TTC and TAC in May. There were no questions or discussion.

#### **# 12 SFY 2024-2025 Unified Planning Work Program**

Mr. Stewart outlined the purpose, functions, and key sections of the UPWP. He shared some of examples of the upcoming 2-year work plan including:

- Update of the Congestion Management Process
- Development of the Regional Safety Action Plan
- implementation of the Equity Framework
- Transportation Management Area certification
- Update to Horizon 2045 (the regional long range transportation plan)
- Development of a TIP Database
- Continued support to member agencies; and more

Next steps include a coordination meeting with WSDOT, FHWA and FTA in April, a public comment period, and review of the draft document by both advisory committees. The Board will be asked to approve the UPWP in June. There were no questions or discussion.

#### **# 13 Agency Update**

Regarding the letter that the TAC is forwarding to the Board regarding NSC funding and the urgency to complete it due to the removal of the Magnolia St pedestrian bridge, Mr. Lien reported that he contacted WSDOT requesting an image of the NSC's planned multimodal connections, however no image is currently available. WSDOT will be launching a community engagement process later this year.

He said that for future meetings, the meeting minutes and TIP amendments will be condensed into a single consent agenda item, but that any member can request items be considered individually.

#### **# 14 Adjournment**

There being no further business, the meeting adjourned at 4:33pm.

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Julie Meyers-Lehman, Recording Secretary