

Transportation Technical Committee

Meeting WEDNESDAY, MAY 22, 2024 | 1:00 PM

Hybrid In-Person/Online Meeting

SRTC Conference Room, 421 W Riverside Ave Suite 504, Spokane WA 99201

On Zoom at:

Join Zoom Meeting

<https://us02web.zoom.us/j/88505804034?pwd=dXk4NnNsbdBTK0xXS0tKY1BJdnRuQT09>

Meeting ID: 885 0580 4034 Passcode: 012212

By Phone: 1-253-215-8782

Meeting ID: 867 7129 2471 Passcode: 808045

Or find your local number: <https://us02web.zoom.us/j/88505804034?pwd=dXk4NnNsbdBTK0xXS0tKY1BJdnRuQT09>

Public comments are welcome and can be shared during the meeting or submitted in advance via email to contact.srtc@srtc.org or by mail to 421 W Riverside Ave Suite 500, Spokane WA 99201 or by phone to 509.343.6370. The deadline to submit comments in advance is 10:00am the day of the meeting.

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 Technical Committee (TTC) Meeting Agenda

Wednesday, May 22, 2024

<i>Time</i>	<i>Item</i>	<i>Page</i>
1:00	1 Call to Order / Record of Attendance	
1:02	2 Public Comments	
1:03	3 TTC Member Comments	
1:08	4 Chair Report on SRTC Board of Directors Meeting	
 <u>ACTION ITEMS</u>		
1:13	5 Consent Agenda	
	a) April Minutes for TTC meeting	3
1:15	6 City of Spokane and Spokane Transit TIP Projects Scope Changes – Concurrence <i>(Ryan Stewart)</i>	6
1:25	7 Unified Planning Work Program (UPWP) Amendment <i>(Eve McMenamy)</i>	17
 <u>INFORMATION AND DISCUSSION ITEMS</u>		
1:35	8 Spokane Transit Authority: Transit Development Plan <i>(Madeline Arredondo)</i>	35
1:50	9 Regional Safety Action Plan (RSAP) Draft <i>(Mike Ulrich)</i>	36
2:05	10 DATA Project Update <i>(Mike Ulrich)</i>	37
2:10	11 Smart Mobility & Resiliency Projects <i>(Jason Lien)</i>	38
2:20	12 Agency Update and Future Information Items <i>(Mike Ulrich)</i>	n/a
2:25	13 Adjournment	

Spokane Regional Transportation Council – Transportation Technical Committee

April 24, 2024 | 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 Trautman called the meeting to order at **1:05pm**

In Attendance

TTC Members

- Heather Trautman, *City of Airway Heights (Chair)*
- Brett Lucas, *City of Cheney*
- Inga Note, *City of Spokane*
- Colin Quinn-Hurst, *City of Spokane*
- Kevin Picanco, *City of Spokane*
- Adam Jackson, *City of Spokane Valley*
- Jeremy Clark, *City of Spokane Valley*
- Sonny Weathers, *Small Cities/Towns Rep*
- Brandi Colyar, *Spokane County*
- Barry Greene, *Spokane County (Vice Chair)*
- Jami Hayes, *Spokane County*
- April Westby, *Spokane Regional Clean Air Agency*
- Mike Tresidder, *Spokane Transit Authority*
- Glenn Wagemann, *WSDOT-ER*
- Mike Pea, *WSDOT-ER*

Guests

- Dan Pratt, *City of Deer Park*
- Lance Mueller, *City of Liberty Lake*
- Jennifer Emerson-Martin, *Iteris, Inc*
- SRTC Staff**
- Lois Bollenback, *Executive Director*
- Eve McMenemy, *Deputy Executive Director*
- Mike Ulrich, *Principal Transportation Planner*
- Michael Redlinger, *Asso. Transportation Planner*
- Savannah Hayward, *Comm. & Public Rel. Coord.*
- David Fletcher, *Principal Transportation Planner*
- Benjamin Kloskey, *Asso. Transportation Planner*
- Ryan Stewart, *Principal Transportation Planner*
- Jason Lien, *Principal Transportation Planner*
- Angel Jackson, *Admin-Exec Coordinator*

#2 Public Comments

There were no Public Comments.

#3 TTC Member Comments

The members provided an update on the events happening within their organization.

#4 Chair Report on SRTC Board of Directors Meeting

Ms. Trautman shared highlights of the April’s SRTC Board meeting.

ACTION ITEMS

#5 Consent Agenda

Mr. Weathers made a motion to correct the approval motions in item 6 in the March TTC meeting minutes to reflect **“Mr. Weathers motioned to approve the Transportation Performance Management (TPM): New Greenhouse Gas Rule and Targets as presented. Mr. Greene seconded. The motion passed unanimously.”** *Mr. Weathers moved to approve the March TTC meeting minutes as revised and the TIP Amendment as presented. Mr. Clark seconded. The motion passed unanimously.*

#6 DATA Project Update

Mr. Ulrich described the work on the project since the last meeting. He explained that there was still some outstanding feedback from member agencies. In order to address that feedback, staff requested the committee take action to defer the item to next month.

Mr. Otterstrom motioned to defer this action at this time. Ms. Note seconded this motion. The motion to defer this action passed unanimously.

#7 Special Transportation Planning Study Agreement: VMT Reduction

Mr. Stewart sought a recommendation from the TTC to the Board to approve execution of the Special Transportation Planning Study Agreement. The effort aims to strategically reduce per capita Vehicle Miles Traveled (VMT).

This allocated funding will be used to develop a framework for setting a regional per capita VMT reduction target and strategies to achieve the target. There have been discussions at the Planning Technical Advisory Committee (PTAC) to the Steering Committee of Elected Officials about the benefit of coordinating this at a regional scale.

Mr. Weathers motioned to recommend the Board approve the Special Transportation Planning Study Agreement: VMT Reduction. Mr. Picanco seconded the motion. The motion passed unanimously.

INFORMATION & DISCUSSION ITEMS

#8 City of Airway Heights: Transportation Priorities

Ms. Trautman, the Planning Director at Airway Heights (AWH) provided an introduction to her role and background, outlining the current focus areas and project objectives. These include developing STA Multimodal Routes, easing traffic on Hwy 2, and establishing alternative routes for freight, emergency services, and pass through traffic at Fairchild AFB, with a focus on serving historically disadvantaged communities. She detailed the 18th/21st corridor as a freight alternative route, explaining its phased development and impact on different areas. Additionally, she highlighted the 6th/10/12 alternative route and it was funded in collaboration with the Spokane Tribe and the Kalispel Tribe of Indians. She emphasized its critical connections and potential for additional transit stops. She referred to the City of Airway Heights website to review the design, phases 1 & 2 of US 2 with target timelines and goals, addressed safety concerns, identified transit needs, and highlighted the partners who shared the responsibility for the Craig Road project.

#9 Carbon Reduction Program (CRP) and Surface Transportation Block Grant (STBG) Funding for Cheney

Mr. Stewart recapped that the city of Cheney submitted a request for \$471,000 for the preservation call for projects in 2023 but was ultimately awarded \$184,000 under the urban small categories, a shortfall that hindered their project's full realization. SRTC staff worked with city staff to come up with a new project: a combination of the STBG funding and Carbon Reduction funding, proposed for the acquisition of seven electric vehicles for their maintenance fleet and the installation of a charging canopy.

The proposed award is \$237,559 (CRP) and \$113,126 (STBG) for a total of \$350,685, with a 13.5% local match of \$54,731 from Cheney.

#10 Metropolitan Transportation Plan (MTP) Guiding Principles

Mr. Lien introduced a new recommended guiding principle and provided an explanation of what a Metropolitan Transportation Plan (MTP) entails. He highlighted Horizon 2045 and introduced Horizon 2050 as the upcoming focus. The guiding principles were expanded to include a draft equity guiding principle, reflecting discussions throughout 2022 involving SRTC committees and the board on enhancing equity in their work.

One key recommendation was to integrate equity into the guiding principles, which was demonstrated through a draft statement explaining its importance in addressing transportation disadvantages and vulnerabilities among communities. Four draft policies were outlined, aiming to improve public information and feedback processes, implement tailored outreach programs, address access and multimodal connectivity gaps, and ensure positive impacts on communities.

The 2024 MTP timeline was detailed, breaking down work elements to be completed in each quarter of the year. Next steps involve discussing with the board, considering additional adjustments to the principles, and returning to committees for further review within a few months.

#11 Unified Planning Work Program (UPWP) Amendment

Ms. McMenamy discussed the process of creating amendments when there are new deliverables and/or changes in the UPWP budget. She reviewed the functions of the Unified Planning Work Program (UPWP) and the items included in it, highlighting collaborative planning efforts with Spokane Transit Authority and WSDOT-ER for completing studies and analyses. The amendments include the Vehicle Miles Traveled (VMT) target & framework and associated budget information, a Regional Commute Trip Reduction (CTR) plan, clarifying activities that address safe and accessible transportation, and incorporating WSDOT-ER planning activities. Information regarding the next steps was also provided.

#12 Agency Update and Future Information Items

- Mr. Ulrich stated that project submittals for the 2025 Unified List are due on May 17th, and more information is available on the SRTC website.
- Ms. Hennessy stated the next webinar, in the three-part series about working with community, city planners and engineers, will be held on May 30th.

#13 Adjournment

There being no further business, Chair Trautman adjourned the meeting at 2:08pm.

Angel Jackson, Recording Secretary

To: Transportation Technical Committee 05/15/2024
From: Ryan Stewart, Principal Transportation Planner
TOPIC: City of Spokane and Spokane Transit TIP Projects Scope Changes – Concurrence

Requested Action:

Concur with the City of Spokane and Spokane Transit TIP projects scope changes.

Key Points:

The City of Spokane has requested to change the scope for two projects. Spokane Transit has requested to change the scope for one project. Per the SRTC 2024 TIP Guidebook, Policy 3.1: *All scope changes must be approved by the Executive Director, with TTC concurrence. SRTC Board approval of a scope change is processed as a TIP amendment.*

Please see the following information and attachments for the projects and proposed scope change summaries.

AGENCY	PROJECTS
City of Spokane	<u>3rd Avenue - Monroe Street to Division Street Grind and Overlay (Attachment 1)</u> Revise the project description, termini, and funding amount. Reduce the limits of work of the SRTC funded project to 3rd Avenue – Stevens Street to Division Street with a corresponding reduction in STBG grant funding to \$517,500. <u>Washington/Stevens – 3rd Ave to 8th/9th Ave Grind & Overlay (Attachment 2)</u> Revise the project description, limits, and funding amount. Reduce the limits of work of the SRTC funded project to only the Washington Street portion of the couplet with a corresponding reduction in STBG grant funding to \$774,000.
Spokane Transit	<u>190/Valley HPT Line Park & Ride Construction (Attachment 3)</u> Revise the project description to refer specifically to the Argonne Station Park and Ride. No change in funding.

Board/Committee Discussions:

This is the first discussion of the City of Spokane and Spokane Transit project scope changes.

Public Involvement:

The proposed scope changes would be amended in the 2024-2027 TIP. The amendments will be part of the next public comment period for TIP amendments.

Staff Contact: Ryan Stewart, SRTC | rstewart@src.org | 509.343.6370



May 8, 2024

LOIS BOLLENBACK
SPOKANE REGIONAL TRANSPORTATION COUNCIL
421 WEST RIVERSIDE AVENUE SUITE 500
SPOKANE WA 99201

Re: Scope Change Request - 3rd Avenue - Monroe Street to Division Street Grind and Overlay

Dear Ms. Bollenback:

SRTC awarded the City of Spokane grant funding of \$1,089,750.00 during the 2023 SRTC Preservation Call for Projects for a project scoped to complete grind and overlay pavement preservation of 3rd Avenue from Monroe Street to Division Street.

Subsequently, the City secured a separate grant through WSDOT for grind and overlay work that partially overlaps the limits of work for the SRTC funded 3rd Avenue grind and overlay project. We are requesting a project scope change to reduce the limits of work of the SRTC funded project to 3rd Avenue – Stevens Street to Division Street with a corresponding reduction in grant funding to \$517,500.00 and retaining the same local match of 25%. Aside from the reduced limits of work, the project scope of work will remain the same.

The enclosed scope change narrative includes a more detailed description of the scope change and cost and funding details along with a vicinity map illustrating the change in limits of work. Revised cost estimates and mark-up of the grant application are also included.

We appreciate SRTC's consideration of this requested scope change. Please feel free to contact Kevin Picanco if there are any questions or if additional information is needed at 509-625-6088 or kpicanco@spokanecity.org.

Sincerely,

Marlene Feist

Marlene Feist
Public Works Director

MF/kp/ct

cc: file
Kevin Picanco – City of Spokane

3rd Ave. – Monroe to Division Grind & Overlay

Scope Change Request

Background

For the 2023 SRTC Preservation Call for Projects, the City of Spokane applied for a pavement grind & overlay project along 3rd Ave. from Monroe St. to Division St. The total project cost was \$1,650,000; the grant funding request was \$1,237,500 with a proposed local funding match of 25%.

Through the ranking and project selection process the SRTC Board ultimately awarded the City a partial grant award amount of \$1,089,750. The partial award was due to the City reaching its maximum total agency award amount of \$3,000,000.

In the Fall of 2023, the City submitted a grant application to WSDOT’s NHS Asset Management Program for grind & overlay pavement preservation for a package of work that included 3rd Ave. from Walnut to Stevens St. The work limits for the NHS grant partially overlap the SRTC G&O project for a five block stretch from Monroe St. to Stevens St. The NHS project location and limits of work were chosen to maximize the the NHS ranking and score to improve the odds of successful project selection. The City was awarded the NHS grant in January, 2024.

The City is requesting to adjust the SRTC project limits of work, removing the overlapping area of the NHS grant from Monroe to Stevens and reducing the project limits of work to Stevens St. to Division St. This change reduces the length of the Grind & Overlay work within the SRTC funded project from 3,650 linear feet to 2,000 linear feet. Aside from the reduction in the length of the project, the core scope of work remains the same and will include replacement of ADA where needed to comply with current standards as well as pavement preparation and full depth pavement repair where needed.

The total project cost for the reduced limits of work is \$763,000 with the same proposed local match of 25%. The City requests adjusting the grant funding to \$572,250. This scope change and reduced grant funding award would return \$517,500 to SRTC to reallocate to other projects.

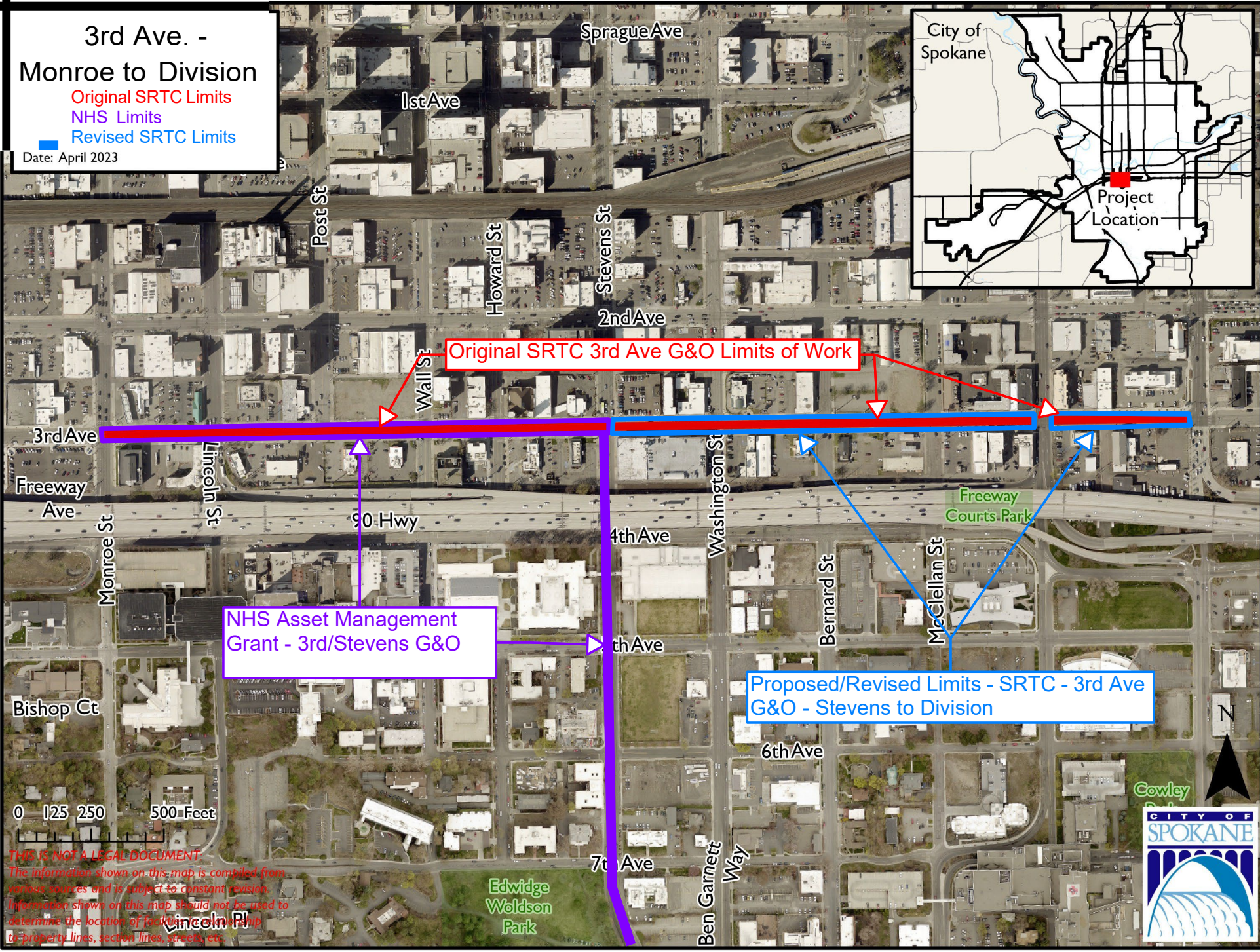
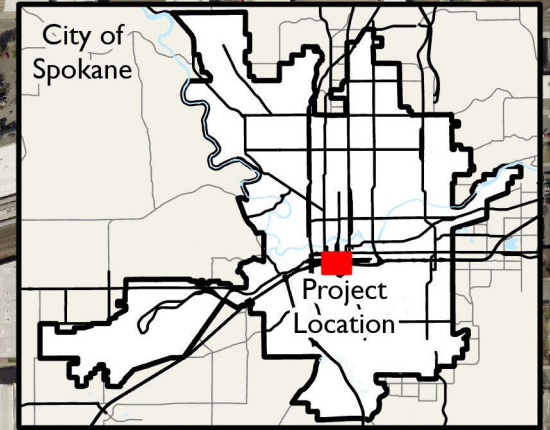
Details of the original and revised project are summarized below:

	Original Project – 2023 Application – 3rd Ave. G&O– Monroe to Division	Revised Project – May-2024 - 3rd Ave. G&O – Stevens to Division
Limits of Work	Monroe to Division	Stevens to Division
Project Length	3,650 linear feet	2,000 linear feet
Total Project Cost	\$1,650,000	\$763,000
Grant Funding Request	\$1,237,500	\$517,500
Grant Funding Awarded	\$1,089,750	
Local Match	25%	25%

3rd Ave. - Monroe to Division

Original SRTC Limits
NHS Limits
Revised SRTC Limits

Date: April 2023

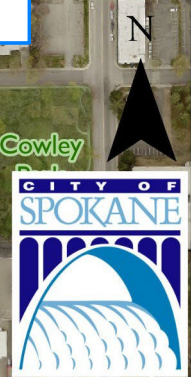


NHS Asset Management Grant - 3rd/Stevens G&O

Original SRTC 3rd Ave G&O Limits of Work

Proposed/Revised Limits - SRTC - 3rd Ave G&O - Stevens to Division

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The information shown on this map is compiled from various sources and is subject to constant revision. Information shown on this map should not be used to determine the location of boundaries, easements, or property lines, section lines, streets, etc.



Date Prepared: 3/25/2024

Prepared by: Adam Rhoades

Project Name: 3rd Avenue - Stevens to Division \$763,407 Proj ID: 202xxxx
 Description: 2" Grind & Overlay, ADA updates, Signal Updates. Storm Updates, Striping. - Includes all intersections & headers except Browne & Division.

Assumed 15% Traffic Control

Adjust Existing MH, CB, DW or Grate Inlet in Asphalt or Concrete	Bid Item No.	Qty	Unit	Unit Cost	Extension
Division 1 - General Requirements					
SPCC Plan	1071020	1.0	LS	\$2,000	\$2,000
Public Liaison Representative	1070050	1.0	LS	\$5,000	\$5,000
Reference and Reestablish Survey Monument	1070060	3	EA	\$1,000	\$3,000
Mobilization	1090000	1.0	LS	\$37,000	\$37,000
Project Temporary Traffic Control	1100000	1.0	LS	\$55,000	\$55,000
				subtotal:	\$102,000
Division 2 - Earthwork					
Remove Existing Curb and/or Gutter	20200_0	105	LF	\$12	\$1,260
Remove Cement Concrete Sidewalk & Driveway	2020040	68	SY	\$20	\$1,360
Sawcutting Curb	2020130	8	EA	\$40	\$320
Sawcutting Rigid and Flexible Pavement	202015_	1,168	LFI	\$1.50	\$1,752
				subtotal:	\$4,692
Division 4 - Bases					
CSTC for Sidewalk and Driveways	4040030	4	CY	\$225	\$900
				subtotal:	\$900
Division 5 - Surface Treatments & Pavements					
HMA CL 1/2 IN. Heavy Traffic, 2 INCH THICK	50400__	11,200	SY	\$16	\$179,200
HMA for Pavement Repair, CL 1/2 IN. Heavy Traffic, 6 In. Thick	50401__	50	SY	\$85	\$4,250
Pavement Repair Excavator Including Haul	5040620	50	SY	\$40	\$2,000
Planing Bituminous Pavement - 2 In. Depth	5040400	11,200	SY	\$5	\$56,000
				subtotal:	\$241,450
Division 6 - Structures					
				subtotal:	\$0
Division 7 - Drainage Structures, Storm Sewers, Sanitary Sewers, Water mains & Conduits					
Adjust Existing MH, CB, DW or Grate Inlet in Asphalt or Concrete	70502__	0	EA	\$800	\$0
Retrofit Surface Inlet CB with Frame & Vaned Grate	7050241	1	EA	\$1,200	\$1,200
MH or DW Frame & Cover	705028_	5	EA	\$1,300	\$6,500
Valve Box and Cover	7050283	15	EA	\$650	\$9,750
				subtotal:	\$17,450
Division 8 - Miscellaneous Construction					
Landscaping	8020000	1	LS	\$1,000	\$1,000
Cement Concrete Curb and/or Gutter	80400__	105	LF	\$55	\$5,775
Cement Concrete Sidewalk	8140000	68	SY	\$85	\$5,780
Ramp Detectable Warning	8140040	32	SF	\$35	\$1,120
Traffic Signal System - Modifications	8200000	2	EA	\$25,000	\$50,000
Signing, Permanent - City Manufactured Signs	8210070	1	LS	\$3,000	\$3,000
Pavement Marking (Durable Heat Applied, Inlay Tape, Durable, Paint)	82200_0	1	LS	\$30,000	\$30,000
				subtotal:	\$96,675
				Construction Subtotal	\$463,167
Scope Contingency		15.0%			\$69,475
				Construction Subtotal	\$532,642
Construction Contingency		10.0%			\$53,264
Construction total				Construction Total	\$585,906
Property Purchase					\$0
Geotech		0.0%			\$0
Surveying		3.0%			\$17,577
Design & Bid Docs		7.0%			\$41,013
Admin, Legal, & Permits		1.5%			\$8,789
Construction Mgmt		15.0%			\$87,886
				Project Total	\$741,171
		Unit costs from year...		for construction in...	
		2024		2025	Rounded
For Program					
Preconstruction		67		\$69,401	69,000
Property Purchase		0		\$0	0
Construction Total		586		\$603,483	603,000
Const Mgmt		88		\$90,523	91,000
		741		\$763,407	763,000
				Project Cost	Project Cost

Project Name: 3rd Avenue - Stevens to Division \$763,407 Proj ID: 202xxxx
 Description: 2" Grind & Overlay, ADA updates, Signal Updates. Storm Updates, Striping. - Includes all intersections & headers except Browne & Division.

Assumed 15% Traffic Control

Adjust Existing MH, CB, DW or Grate Inlet in Asphalt or Concrete	Bid Item No.	Qty	Unit	Unit Cost	Extension
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May 8, 2024

LOIS BOLLENBACK
SPOKANE REGIONAL TRANSPORTATION COUNCIL
421 WEST RIVERSIDE AVENUE SUITE 500
SPOKANE WA 99201

Re: Scope Change Request - Washington Street/Stevens Street Grind and Overlay

Dear Ms. Bollenback:

SRTC awarded the City of Spokane a grant award of \$1,477,500.00 during the 2023 SRTC Preservation Call for Projects for a project scoped to complete grind and overlay pavement preservation along the Washington Street/Stevens Street couplet from 3rd Avenue to 8th/9th Avenue.

Subsequently, the City secured a separate grant through WSDOT for grind and overlay work that partially overlaps the limits of work for the SRTC funded Washington Street/Stevens Street Grind and Overlay project. We are requesting a project scope change to reduce the limits of work of the SRTC funded project to only the Washington Street portion of the couplet with a corresponding reduction in grant funding to \$774,000.00 and retaining the local match of 25%. Aside from the reduced limits of work, the project scope of work will remain the same.

The enclosed scope change narrative includes a more detailed description of the scope change and cost and funding details along with a vicinity map illustrating the change in limits of work. A revised cost estimate and mark-up of the application are also included.

We appreciate SRTC's consideration of this requested scope change. Please feel free to contact Kevin Picanco if there are any questions or if additional information is needed at 509-625-6088 or kpicanco@spokanecity.org.

Sincerely,

Marlene Feist

Marlene Feist
Public Works Director

MF/kp/ct

cc: file
Kevin Picanco – City of Spokane

Washington/Stevens – 3rd Ave. to 8th/9th Ave. Grind & Overlay

Scope Change Request

Background

For the 2023 SRTC Preservation Call for Projects, the City of Spokane applied for a pavement grind & overlay project along the Washington/Stevens Couplet from 8th Ave. to 3rd Ave. The total project cost was \$1,970,000; the grant funding request was \$1,477,500 with a proposed local funding match of 25%.

Through the ranking and project selection process the SRTC Board ultimately awarded the City the requested grant award amount of \$1,477,500.

In the Fall of 2023, the City submitted a grant application to WSDOT’s NHS Asset Management Program for grind & overlay pavement preservation for a package of work that included Stevens St. from 3rd Ave. to 8th Ave. The work limits for the NHS grant overlap the Stevens St. portion of the SRTC Washington/Stevens Couplet G&O project. The NHS project location and limits of work were chosen to maximize the NHS ranking and score to improve the odds of successful project selection. The City was later awarded the NHS grant in January, 2024.

The City is requesting to adjust and reduce the SRTC project limits of work, removing the overlapping area of the NHS grant on Stevens St. and reducing the SRTC project limits of work leaving only the Washington St. portion of the project. This change reduces the length of the Grind & Overlay work within the SRTC funded project from approximately 4,000 linear feet to approximately 1,900 linear feet. Aside from the reduction in the size and limits of the project, the core scope of work remains the same and will include replacement of ADA where needed to comply with current standards as well as pavement preparation and full depth pavement repair where needed.

The total project cost for the reduced limits of work is \$1,032,000 with the same proposed local match of 25%. The City requests adjusting the grant funding to \$774,000. This scope change and reduced grant funding award would return \$703,500 to SRTC to reallocate to other projects.

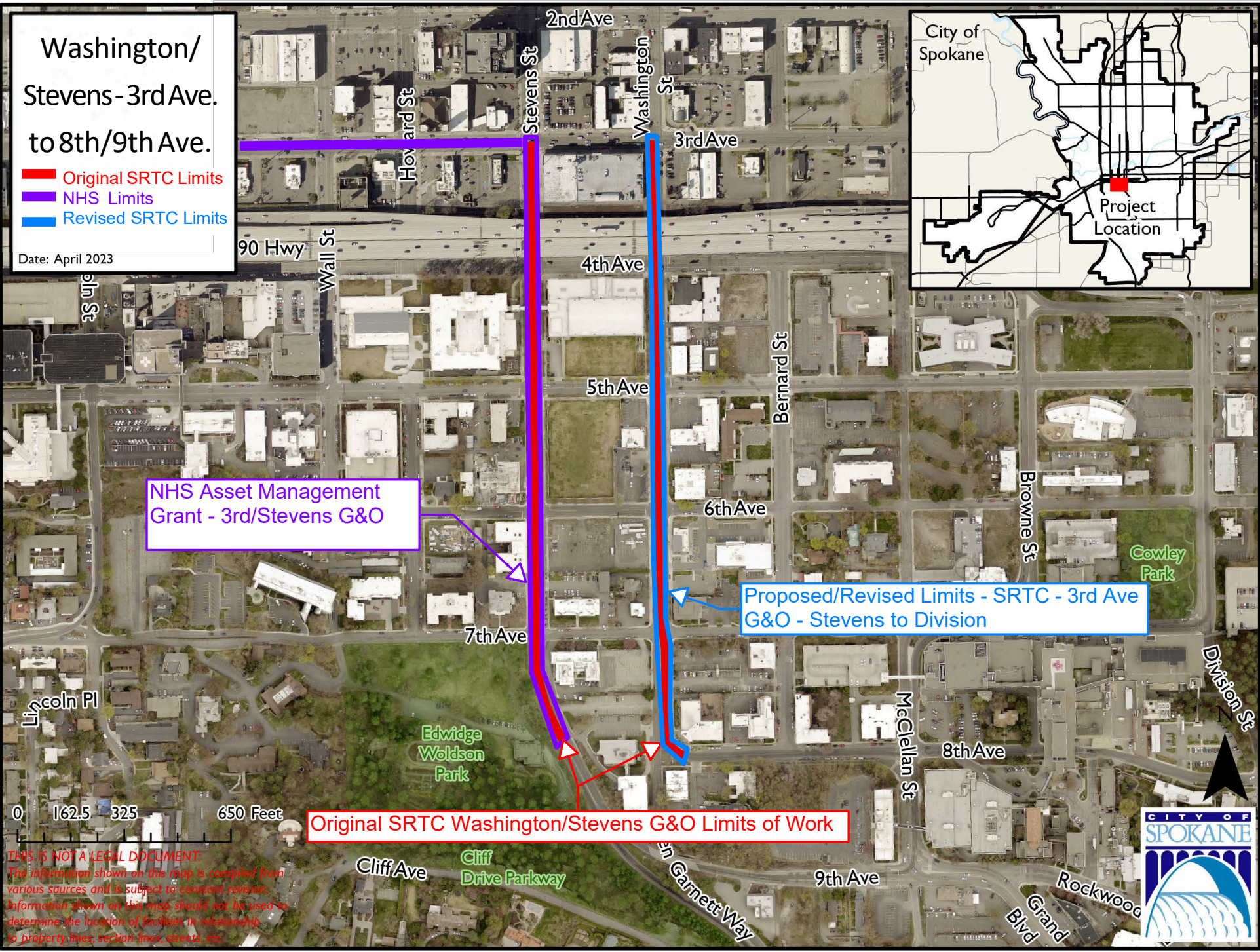
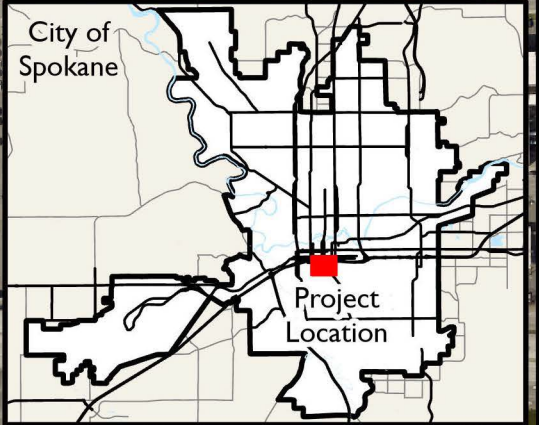
Details of the original and revised proposed project are summarized below:

	Original Project – 2023 Application – Washington/Stevens G&O – 3rd Ave. to 8th/9th Ave.	Revised Project – May-2024 Washington St. G&O – 3rd Ave. to 8th Ave.
Limits of Work	Monroe to Division	Stevens to Division
Project Length	4,000 linear feet	1,900 linear feet
Total Project Cost	\$1,970,000	\$1,032,000
Grant Funding Request	\$1,477,500	\$774,000
Grant Funding Awarded	\$1,477,500	
Local Match	25%	25%

Washington/
Stevens-3rd Ave.
to 8th/9th Ave.

- Original SRTC Limits
- NHS Limits
- Revised SRTC Limits

Date: April 2023

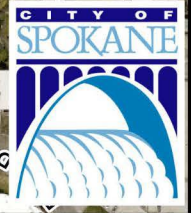


NHS Asset Management
Grant - 3rd/Stevens G&O

Proposed/Revised Limits - SRTC - 3rd Ave
G&O - Stevens to Division

Original SRTC Washington/Stevens G&O Limits of Work

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May 13, 2024

Lois Bollenback, Executive Director
Spokane Regional Transportation Council
421 West Riverside Ave #500
Spokane, WA 99201

RE: 2024-2026 CMAQ Funds I-90 HPT Line Park and Ride Construction Scope Modification

Dear Ms. Bollenback,

On behalf of Spokane Transit Authority (STA), I am requesting consideration and approval of a change in scope for the “I-90/Valley HPT Line Park and Ride Construction” project, for which STA was awarded federal Congestion Mitigation and Air Quality (CMAQ) funding by Spokane Regional Transportation Council (SRTC) in the amount of \$1.2 million. The objective of the scope modification is to ensure funds can be utilized for construction public transportation improvements in the original corridor identified for such.

In 2010, STA adopted a new comprehensive plan for public transportation which featured a new vision for high performance transit (HPT) in urban and regional corridors to expand mobility and transportation choices. HPT corridors feature all-day, two-way transit service that is easy to use and provides enhanced infrastructure and service levels over typical fixed-route bus service. Ultimately, the HPT vision provides alternatives to traffic congestion and supports walkable communities connected by public transportation.

The vision of HPT corridors was officially incorporated into the Metropolitan Transportation Plan beginning in 2013 and continues to be a key element of the region’s investment in public transportation. Since voters approved funding in 2016 to expand public transit in our region, STA has made great strides in advancing HPT investment, with funding support through state and federal partners, to include federal funds awarded by SRTC.

The “I-90/Valley HPT Line” is a key HPT corridor STA is currently advancing. Its core objective is to improve mobility along Interstate 90. This includes extending the hours of service, building new facilities, and improving existing stations and stops. At the time of the application in 2022, the next park and ride location for design and construction was expected to be east of Sullivan Road, though a specific interchange or location was not called out in the application.

Since the time of STA’s 2022 application, STA has advanced planning of two new park and ride lots along

the I-90/Valley HPT corridor: Appleway Station Park and Ride and Argonne Station Park and Ride. Appleway Station is envisioned to be in Liberty Lake near Exit 294 and the intersection of Appleway Avenue and Country Vista Drive. Argonne Station is envisioned to be in Spokane Valley at Exit 287 between Argonne and Mullan roads. A recent analysis presented to the STA Board of Directors by a consultant team engaged in supporting STA's long-range plans made it clear that Argonne Station held more near-term opportunity to improve mobility and the vision of HPT and the objectives of the I-90/Valley HPT corridor. On the other hand, Appleway Station is a strategic investment, but construction of the facility is not recommended at this time. As such, STA is currently updating its plan for Appleway Station to deliver only the preliminary design and right-of-way phases at this time.

Given the analysis and STA's intent to advance Argonne Station, I believe adjusting the scope to reflect the location of the "I-90/Valley HPT Line Park and Ride Construction" to refer specifically to the Argonne Station Park and Ride aligns with the original project goals and the purpose of CMAQ funding. Federal CMAQ funds totaling \$1.2 million will be matched with state funds awarded to the Argonne Station Park and Ride project in 2023. The attached markup of the original grant application indicates adjustments to the project description and scope based on directing the award to Argonne Station.

In closing, I express my appreciation for your consideration of this request and SRTC's important role in planning and advancing the region's multimodal transportation system. My staff and I are happy to answer any questions you may have to aid your review and determination.

Sincerely,



Karl Otterstrom, AICP
Chief Planning & Development Officer

Cc: E. Susan Meyer, Chief Executive Officer
Tara Limon, Principal Planner (Planning and Grants Manager)

To: Transportation Technical Committee 05/15/2024
From: Eve McMenemy, Deputy Executive Director
TOPIC: SFY 2024-2025 UNIFIED PLANNING WORK PROGRAM (UPWP), AMENDMENT 1

Requested Action:

Recommend Board approval of SFY 2024-2-25 UPWP, Amendment 1.

Key Points:

- Staff is requesting to amend the [State Fiscal Year \(SFR\) 2024-2025 UPWP](#) to include additional SRTC planning activities and, where applicable, associated budget information. **See Attachment** for amended sections and text (new text shown in red):
 - Update the Regional Commute Trip Reduction (CTR) Plan and evaluate local CTR plans for consistency with the Regional CTR Plan.
 - Develop a Vehicle Miles Traveled (VMT) Regional Target & Framework. Add \$138,000 to the UPWP Budget per Special Planning Agreement with WSDOT for this activity.
 - Clarify planning activities focused on safe & accessible transportation under 23 USC 134, requiring MPOs/RTPOs to allocate at least 2.5% of FHWA Planning funds on such activities.
 - Since the last presentation, an additional revision was made to the Task 3 Summary of Revenues and Expenditures table to accurately reflect the carryforward of STBG funding for the DATA project. Those changes are also incorporated into the tables on Appendix A and Appendix A1.
- WSDOT-Eastern Region (ER) planning activities that were under development when the SRTC UPWP was approved 06/08/2023 are also being added to Appendix D, **see Attachment**.
- The SFY 2024-2025 UPWP is the foundational document outlining the core functions, studies, technical support, and other ongoing planning activities from 07/01/23 to 06/30/25.
- The UPWP Amendment requires approval by the SRTC Board of Directors.

Board/Committee Discussions:

The SRTC Board approved the SFY 2024-2025 UPWP on 6/08/24 by Resolution R-23-16. The SRTC Committees discussed this item at their 04/24/24 meeting.

Public Involvement:

All Board and committee meetings are open to the public.

Staff Contact: Eve McMenemy, SRTC | evemc@srtc.org | 509.343.6370

TASK 3 DATA MANAGEMENT AND SYSTEMS ANALYSIS

TASK 3 OVERVIEW

This task is a core MPO and RTPPO function. All data, analysis and tools from this task are intended to facilitate informed decision-making by elected and governing officials for other tasks identified in this UPWP including the MTP, the TIP, and the CMP. The data is applied to the planning process to identify transportation issues, test scenarios, propose solutions, and evaluate activities to be implemented. This task includes collecting, analyzing, maintaining, reporting, and applying data to inform policy decisions. Information in tabular, database, geospatial, and other formats are used. The products are updated and compiled in various formats and made available to SRTC staff, staff from other state and local governments, and the public. This task also involves maintaining various user licenses and agreements and updating computer hardware and software. SRTC will be developing a formalized data program that includes many of the subtasks below. The program will standardize data processes.

SRTC staff coordinates and develops systems and information management tasks with member jurisdictions, STA, WSDOT, Environmental Protection Agency, Washington State Department of Ecology, Spokane Regional Health District and Spokane Clean Air Agency.

Task 3 MAJOR MILESTONES AND PRODUCTS

- Update regional building permit database. (April 2024 and April 2025)
- Update and refresh maps and other data visualizations for the MTP. (June 2025)
- Update of base and forecast year models using new land use to coincide with MTP update. (December 2024)
- Update data tables used in Social Equity Mapping Tool as new Census and ACS data tables are made available. (December 2024)
- Update SRTC's paper bicycle map and print copies for distribution. (June 2025)
- Implement the SRTC Board adopted Data Application for Transportation Analysis (DATA) design plan. This plan includes several critical investments in data acquisition and tool development. Investments include a household travel survey, travel demand model improvements, passive data, updated traffic counts, land use management system, and an online data hub. (December 2023)
- Develop (March 2024) and implement a data program with the goal of organizing all of SRTC's continuous data acquisition, cleaning, analysis and reporting tasks under a single documented program. Subtasks within the program could include the following:
 - Organize technical documentation into a single document
 - Condense task schedules into a single (two year) Gantt chart
 - Develop standard data request procedure and architecture
 - Build additional data products into online data hub
 - Make recommendations for data improvements and necessary budget allocations

SUB-TASK 3.1

DATA AND SOFTWARE MANAGEMENT

Data and software management includes maintaining a variety of datasets used to support regional planning and technical analysis work. It also involves administering and updating SRTC's data analysis and visualization software, as needed. This task supports the MTP, TIP, CMP, and other tasks detailed in the work program.

Ongoing/Continuous Activities

- Acquire, update, and maintain various tabular, database, and geospatial datasets.
- Update and maintain datasets on SRTC's ArcGIS Online portal.
- Collaborate with other agencies to update and share data products and analyses.
- Assess data management process, catalog data sources, develop data architecture plan and recommendations.
- Research new developments in GIS and information technology for analysis and public dissemination of data and plans.
- Administer, update, and review data and visualization software.

SUB-TASK 3.2

GIS AND SPATIAL ANALYSIS

GIS and spatial analysis involve using a variety of tools to analyze geospatial data in support of SRTC and its member agencies' planning efforts. It also includes preparing detailed methodologies, metadata, and other documentation for ongoing technical analysis projects and programs. This task supports the MTP, TIP, CMP, and other tasks detailed in the work program.

Ongoing/Continuous Activities

- Collect and evaluate existing geospatial data.
- Create new geospatial datasets.
- Research and develop spatial data analysis methods to support SRTC planning work.
- Utilize GIS and other tools to process and analyze geospatial data.
- Prepare methodologies, metadata, and other documentation for SRTC's geospatial datasets and technical analysis projects.
- Provide GIS and other technical assistance to member agencies.
- Respond to data and analysis requests.

SUB-TASK 3.3

DATA VISUALIZATION AND CARTOGRAPHY

Data visualization and cartography focuses on providing information to the public and decision-makers by applying design and visualization techniques to explain the results of technical analyses in a clear and accessible

manner. This includes preparing maps, charts, graphs, tables, and other visualizations for both internal and external audiences. This task supports the MTP, TIP, CMP, and other tasks detailed in the work program.

Ongoing/Continuous Activities

- Produce high-quality maps and other data visualizations to support SRTC planning and analysis work.
- Prepare map and data visualization templates, where possible, to increase efficiency and consistency.
- Research best practices and techniques in data visualization and cartographic design to enhance the clarity and accessibility of SRTC’s planning products.
- Update existing maps and data visualizations, as needed.
- Develop and maintain interactive maps and applications on ArcGIS Online.

SUB-TASK 3.4

SOCIOECONOMIC DATA COLLECTION AND FORECASTING

Socioeconomic data collection and forecasting involves the development and maintenance of SRTC’s land use forecast. This includes compiling data from various sources to create base year datasets, monitoring regional growth and development trends, maintaining scripts to process raw data, and using these inputs to develop population and employment forecasts.

Ongoing/Continuous Activities

- Review and evaluate regional growth and development trends.
- Acquire, update, and maintain various socioeconomic and land use datasets pertaining to employment, growth and development, demographics, and land capacity.
- Review and update land use forecast methodology, as needed, to ensure consistency with local agency planning efforts.

SUB-TASK 3.5

SYSTEMS ANALYSIS AND DATA APPLICATION

Systems analysis includes a variety of tools that apply relevant data to help understand how people and goods might travel the system in the future. Diverse data application allows SRTC to consider a variety of possible future impacts which could affect system performance.

The travel demand model forecasts future demand for roadways and transit services and calculates the share of trips completed by a combined bicycle/pedestrian mode. This tool is used in planning a transportation system that serves the future needs of the region and is also a critical element in the air quality conformity determination process.

The travel demand model is used to understand the current and future condition of the regional transportation system. SRTC staff is responsible for maintaining the 2022/2050 regional travel demand model set and related technical tools. This sub-task may involve consultant assistance to develop or employ economic analysis tools for the evaluation of transportation projects.

Ongoing/Continuous Activities

- Maintenance of the 2022 base year model and 2050 forecast year model. Model maintenance

includes making any updates or corrections to the transportation network or input files. Revisions will be incorporated in the next model update.

- Complete model data requests for member agencies and/or public, as needed. (Note: Significant modeling requests or analysis are considered under Task 7 Planning Consultation and Studies.)
- As part of an ongoing project, existing planning tools will be updated, and new tools will be developed.

SUB-TASK 3.6

AIR QUALITY AND TRANSPORTATION CONFORMITY

Activities under this task focus on planning efforts to maintain the National Ambient Air Quality Standards (NAAQS) by assessing and avoiding or mitigating adverse impacts of mobile-source pollutants on existing and future transportation systems. In SFY 2024-2025 SRTC will continue to work with the Washington State Department of Ecology on refining the data **INPUTS** used in EPA's MOVES air quality modeling software.

Ongoing/Continuous Activities

- Conduct Air Quality Conformity determinations for the MTP, TIP, and TIP amendments.
- Complete project-level air quality analysis for CO and PM₁₀ as required in the CO Maintenance Plan and PM₁₀ Limited Maintenance Plan.
- Continue coordination with the Washington State Department of Ecology on vehicle miles traveled (VMT) data required for the transportation sector portion of their emissions inventory and necessary input files needed to run MOVES per the federal requirements.
- Monitor federal and state legislation and activities related to climate change and NAAQS of criteria pollutants that have current or future impacts to the Spokane Metropolitan Planning Area (SMPA).
- Initiate Air Quality Interagency Consultation Process as needed.

TASK 3 UNFUNDED ACTIVITIES

- Ongoing cross-sectional household travel survey.
- Develop a continuous traffic count collection program.
- Develop a regional system for consistently assessing pavement conditions, including potential software requirements.

TASK 3 RESPONSIBILITIES

SRTC staff coordinates and develops systems and information management tasks with member jurisdictions, STA, WSDOT, Environmental Protection Agency, Washington State Department of Ecology, Spokane Regional Health District and Spokane Clean Air Agency. Tasks in 3.5 related to the DATA project are being executed with consultant assistance pursuant to an existing Local Agency Agreement.

TASK 3 SUMMARY OF REVENUES AND EXPENDITURES

Revenues		Expenditures	
FHWA-PL	\$ 338,750	Salaries & Benefits	\$ 482,355
FTA-5303	\$ 95,300	Overhead	\$ 185,124
FHWA-STBG-Metro Planning	\$ 225,000	Direct Costs	\$ 64,000
FHWA-STBG-DATA	\$ 80,000	Consultants	\$ 162,466
	\$ 320,600		\$ 403,066
RTPO	\$ 45,000		
Local	\$ 109,895		
TOTAL	\$ 1,134,545	TOTAL	\$ 1,134,545

Budget Comparison		FTE Staffing Comparison	
SFY 2024-2025	\$ 1,134,545	SFY 2024-2025	2.21
SFY 2022-2023	\$ 1,714,397	SFY 2022-2023	2.21
SFY 2020-2021	\$ 993,848	SFY 2020-2021	1.35

TASK 4

METROPOLITAN TRANSPORTATION PLANNING & GENERAL LONG-RANGE TRANSPORTATION PLANNING

TASK 4 OVERVIEW

The MTP is a core MPO and RTPO requirement with updates occurring at least every four years, per federal planning regulations, and amendments occurring as warranted through coordination with member agencies. Task 4 includes the development of the MTP and a variety of implementation strategies. SRTC will be updating its current MTP and scoping potential future update work tasks during SFY2024-2025. Task 4 focuses on all modes of transportation.

Additionally, a variety of general long-range transportation planning efforts are conducted under this task. These collaborative efforts help identify regional transportation challenges and provide a forum to develop strategies and solutions.

SRTC staff serves as lead in coordination with member agencies, STA, and WSDOT. SRTC specifically coordinates with STA on transit issues related to long-range planning, studies, technical assistance, and federal funding processes. In addition to the data application tasks detailed in Task 3, SRTC participates in WSDOT’s Coordinating Committee which provides opportunity for intergovernmental coordination for freight planning and the update to the Highways Systems Plan.

TASK 4 MAJOR MILESTONES AND PRODUCTS

- As part of the MTP Needs Analysis conduct a Smart Mobility Assessment to adequately prepare for emerging technology, mobility solutions and clean energy opportunities. (January 2024-November 2024)
- As part of the MTP Needs Analysis evaluate the resiliency of the regional transportation system to recover from extreme events. (September 2023-July 2024)
- Coordinate findings of SRTC needs analyses (Congestion Management Process, Regional Safety Action Plan, Smart Mobility Assessment, System Resiliency) for inclusion in the MTP update. Utilize the analysis outputs to characterize system-wide needs. (November 2024)
- Conduct review of multimodal system needs for air, rail, and freight. (September 2024)

- Review Horizon 2045 Guiding Principles and Strategies and refresh as needed. (January 2024)
- Assess and update Regional Priority Networks (vehicular, freight, bicycle, transit) for inclusion in the MTP update. (January 2025)
- Refine methodology used to identify and evaluate Regional Activity Centers. This includes updating SRTC's Regional Activity Centers map and other related data products, as well as analyzing their transportation needs. (June 2024)
- Support community awareness and education by conducting a clean transportation demonstration event. (September 2023)
- Explore updates to regional bike network classifications consistent with LTS and other new information, as appropriate. (October 2024)
- Set performance targets for safety (PM1) in accordance with the federal requirement. (March 2024 and 2025)
- Coordinate with and support STA in their long-range plan update, Connect 2035 (July 2023-July 20

SUB-TASK 4.1

LONG RANGE TRANSPORTATION PLANNING

Provide regionally coordinated long-range transportation planning to support core MPO and RTPO federal and state requirements including the MTP/Regional Transportation Plan. SRTC is preparing an update to Horizon 2045.

As the forum for cooperative transportation planning and decision-making, the MPO is responsible for this task to ensure a comprehensive, holistic look at the needs of the future. Key elements may include policy and technical work related to freight, transit, transportation demand management, transportation system management and operations, active transportation, maintenance and preservation, resiliency, performance management, social equity, emerging technologies, environmental mitigation, and financial planning.

Ongoing/Continuous Activities

- Track federal notices of proposed rulemaking as they pertain to transportation planning.
- Update the SRTC website in support of the Horizon 2045 update.
- Coordinate performance management data and targets with WSDOT as required by the FAST Act.
- Coordinate public and stakeholder participation activities for long-range planning as specified in Task 2.
- Update and enhance the system performance report.
- Align and integrate analytics to monitor and report on long-range policy objectives.
- Work with stakeholders to identify and analyze existing issues and future needs on the Regional Freight Priority Network.
- Coordinate with federal, state, and local partners to develop and track the regional freight priorities.
- Coordinate and provide technical assistance to support state and local partners in updates to the Freight and Goods Transportation System (FGTS).
- Coordinate with WSDOT and local agency partners in the 2020 Census Urban Area Boundary Adjustment Process.

SUB-TASK 4.2

EQUITY PLANNING

Equity in transportation planning refers to accessible and affordable transportation for everyone in the region. Transportation equity considerations focus on the disparate benefits and burdens of transportation investments on different socioeconomic populations, as well as outcomes that repair inequities from past transportation planning decisions. Equity planning seeks to; achieve a fair distribution of transportation resources, access to transportation, benefits, costs, programs and services based upon differences in income, ability race and ethnicity, and other factors which can affect transportation choices or vulnerability to negative impacts.

Ongoing/Continuous Activities

- Track the latest available social equity and environmental justice-related data sources.
- Monitor equity planning initiatives and regulatory requirements.
- Participate in City of Spokane Equity Map Work Group

SUB-TASK 4.3

CLIMATE CHANGE AND RESILIENCY

Climate change risks have implications to local economies, the environment, health and equity and the ability of governments to provide services. Transportation infrastructure is heavily exposed to climate impacts such as changes in precipitation and snowpack, flooding, size and duration of wildfires, and potential power failures. Well-planned adaptation measures can protect infrastructure, economic performance, and quality of life.

Sustainable transportation planning requires planners to analyze the transportation system holistically to include mode choice, infrastructure, and operations and how they relate to the environment, economy, and society. Sustainable transportation is the capacity to support mobility for current generations with the least impact to the environment as to not impair the needs of future generations.

Sustainable transportation systems are physically resilient to climate impacts, provide options in case one mode is disrupted by a climate shock, and reduce greenhouse gas emissions. There are a variety of ways in which a more resilient transportation system can be built, some through interventions that enhance its qualities of robustness and redundancy.

Ongoing/Continuous Activities

- Monitor new technology trends in connected and autonomous vehicles and electric vehicles.
- Coordinate with stakeholders and partners on the Spokane Regional Transportation Electrification grant project and the impact it may have on long-range planning efforts.
- Work with our federal, state, and local partners to understand climate change issues and associated resiliency planning.
- Facilitate the Regional Clean Transportation Coalition and coordinate projects with grant opportunities.
- Coordinate with stakeholders on future needs and locations for transportation electrification infrastructure.

SUB-TASK 4.4

AGENCY SUPPORT AND COORDINATION

SRTC is federally required to engage in performance management in coordination with WSDOT and STA. A significant amount of coordination work and support will occur under this sub-task. SRTC will set performance targets for safety (PM1) in accordance with the federal requirement.

Ongoing/Continuous Activities

- Participate and coordinate in WSDOT performance management target-setting work groups and other related working groups such as Target Zero.
- Coordinate with WSDOT and local agencies regarding asset management plans.
- Assist with Practical Solutions and the Washington Transportation Plan as requested.
- Participation on WSDOT project teams for Highway Systems Plan, corridor projects, WSDOT modal plans development, State Freight Plan update and FGTS update.

SUB-TASK 4.5

ACTIVE AND PUBLIC TRANSPORTATION

SRTC efforts in multimodal transportation include planning for improvements in active and public transportation. This task includes activities that support the Regional Bicycle Priority Network and the Regional Transit Priority Network as well as technical analysis and coordination with stakeholders at STA and throughout the region. An effective multimodal system provides safe and convenient choices for cyclists, pedestrians, and transit riders.

This task also focuses on working with STA on the Coordinated Public Transit-Human Services Transportation Plan (CPT-HSTP). This involves full updates to the Plan every four years, consistent with federal requirements, and review of regional needs during WSDOT's biennial Consolidated Grant Program call for projects. Staff regularly coordinate with stakeholders involved in the CPT-HSTP.

Planning activities under this subtask address safe and accessible transportation under 23 USC 134, requiring MPOs/RTPOs to allocate at least 2.5% of FHWA planning funds on such activities.

Ongoing/Continuous Activities

- Planning activities to increase safe and accessible options for multiple travel modes for people of all ages and abilities.
- Track implementation of strategies and projects in the Coordinated Public Transit-Human Services Transportation Plan and refresh plan as needed.
- Coordination of network connections for cyclists, pedestrians, and transit routes.
- Technical support on related committees and studies, including transit-oriented development planning along major transit corridors.

TASK 4 UNFUNDED ACTIVITIES

- Establish a regional methodology for forecasting operations, maintenance, and preservation activities.
- Conduct before and after studies of transportation projects in Spokane County.

TASK 4 RESPONSIBILITIES

SRTC staff serves as lead in coordination with member agencies, STA, and WSDOT. Consultant services will be utilized for the MTP update.

TASK 4 SUMMARY OF REVENUES AND EXPENDITURES

Revenues		Expenditures	
FHWA-PL	\$ 568,794	Salaries & Benefits	\$ 518,920
FTA-5303	\$ 181,318	Overhead	\$ 197,353
FHWA-STBG-Metro Planning	\$ 220,000	Direct Costs	-
RTPO	\$ 6,312	Consultants	\$ 440,000
Local	\$ 179,849		
TOTAL	\$ 1,156,273	TOTAL	\$ 1,156,273

Budget Comparison

SFY 2024-2025	\$ 1,156,273
SFY 2022-2023	\$ 551,375
SFY 2020-2021	\$ 842,624

FTE Staffing Comparison

SFY 2024-2025	1.78
SFY 2022-2023	1.64
SFY 2020-2021	2.05

TASK 8

REGIONAL TRANSPORTATION PLANNING ORGANIZATION FUNCTIONS

TASK 8 OVERVIEW

SRTC is the state designated RTPO for Spokane County. As the RTPO, SRTC staff serves as lead for this task. The 1990 Washington State Growth Management Act (GMA) created RTPO's with the purpose of coordinating regional transportation planning activities and to develop a regional transportation plan. The duties of RTPOs largely mirror those of federally designated MPOs (including development of a long-range transportation plan and a short-range transportation program). The additional tasks required of RTPOs that are not covered in the previous sections of this UPWP are detailed below. RTPO grant funds are included in all tasks that fulfill state requirements for RTPO related tasks.

TASK 8 MAJOR MILESTONES AND PRODUCTS

- Review changes to Spokane County's land capacity analysis methodology to determine if land use forecasts need to be modified in accordance with RCW 47.80.023(2); modify as necessary. (January 2024)
- Convene working group of member agency planning staff to review and potentially revise Comprehensive Plan Certification procedures. (January 2024)
- **Update the Regional Commute Trip Reduction (CTR) Plan and evaluate local CTR plans for consistency with the Regional CTR Plan. (June 2024)**
- **Develop a Vehicle Miles Travelled (VMT) Regional Target & Framework. (June 2024)**

SUB-TASK 8.1

GENERAL RTPO ACTIVITIES

SRTC's general RTPO duties include providing technical assistance to local jurisdictions in the required periodic updates to comprehensive plans. This may include continued discussion with STA, WSDOT, and/or the Washington State Department of Commerce on transportation element requirements and the SRTC certification process. This will also include continued discussion with the above-mentioned agencies as well as affected jurisdictions, designed to provide clarity regarding the new comprehensive plan and Countywide Planning Policies (CPP) update certification criteria.

Ongoing/Continuous Activities

- Review and certify local updates and amendments to comprehensive plans and the CPP consistent with SRTC's Plan Review and Certification Process Instruction Manual.
- Participation and support for the Growth Management Steering Committee of Elected Officials (SCEO) and the Planning Technical Advisory Committee (PTAC) and subcommittees.
- Small town coordination.
- Updates and/or amendments to the Regional Transportation Plan (RTP) Horizon 2045.
- Process Federal Functional Classification (FFC) applications.
- Facilitate the prioritization of projects for the WSDOT Consolidated Grant Program.
- Coordinate with Tribal governments on the development of their regional transportation plans and

programs, as needed.

- Convene regional discussions about transportation related impacts of growth in the region. Coordinate conversations regarding tradeoffs to development approaches to strategically maximize transportation funding.
- Coordinate with state and local agencies to ensure consistency between SRTC forecasts and local planning efforts.
- Monitor newly enacted housing legislation for potential impacts to assumptions in Regional Transportation Plan.
- Research on RTPO funding to determine actual need.

SUB-TASK 8.2

COMPREHENSIVE PLAN AND COUNTYWIDE PLANNING POLICIES CERTIFICATION PROCESS UPDATE

SRTC will undertake a review and potential update to the Comprehensive Plan and CPP Certification Process. This may include updates to the certification manual for consistency with Horizon 2045 and revisions to the level of service (LOS) methodology. The review is anticipated to begin in January 2024 in coordination with member agencies and jurisdictions. Any updates will be completed in advance of the next required periodic comprehensive plan updates.

TASK 8 UNFUNDED ACTIVITIES

- Procurement of data to support the comprehensive plan certification process, particularly the LOS analysis.

TASK 8 RESPONSIBILITIES

As the RTPO, SRTC staff serves as lead for this task.

TASK 8 SUMMARY OF REVENUES AND EXPENDITURES

Revenues		Expenditures	
FHWA-PL		- Salaries & Benefits	\$ 125,278
FTA-5303		- Overhead	\$ 48,714
FHWA-STBG-Metro Planning		- Direct Costs	-
RTPO	\$ 149,990	Consultants	\$ 138,000
	\$ 287,990		
Local	\$ 24,002		
	TOTAL	TOTAL	\$ 311,992
	\$ 311,992		

Budget comparison		FTE Staffing Comparison	
SFY 2024-2025	\$ 311,992	SFY 2024-2025	.41
SFY 2022-2023	\$ 134,897	SFY 2022-2023	.31
SFY 2020-2021	\$ 183,976	SFY 2020-2021	.52

APPENDIX A - Amended

SFY 2024-2025 BUDGET INFORMATION

REVENUE FORECAST

FHWA-PL (includes \$223,633 prior year carryover)	1,868,609
FTA-5303 (includes \$76,487 prior year carryover)	635,261
FHWA-STBG-Metro Planning	1,000,000
FHWA-STBG-D.A.T.A.	80,000
	320,600
FHWA Safety – Safe Streets and Roads for All	400,000
WA Dept of Commerce - ETS	2,500,000
RTPO	289,302
	311,992
Local	630,334
Total	7,403,506
	7,782,106

EXPENDITURE FORECAST BY REVENUE SOURCE AND TASK

Task	FHWA	FTA	STBG	RTPO/Dpt Commerce	Local	Total
1. Program Administration & Coordination	476,000	70,257	170,000	45,000	70,966	832,223
2. Public/Stakeholder Participation & Coordination	268,000	22,000	177,825	35,000	41,150	543,975
3. Data management & Systems Analysis	338,750	95,300	305,000 545,600	45,000	109,895	893,945 1,134,545
4. Metropolitan Transportation Plan (MTP)	568,794	181,318	220,000	6,312	179,849	1,156,273
5. Transportation Improvement Program (TIP)	133,750	95,000	99,642	8,000	45,053	381,445
6. Congestion Management Process (CMP)	-	71,386	-	-	11,572	82,958
7. Planning Consultation & Studies	483,315	100,000	107,533	2,500,000	147,847	3,338,695
8. RTPO Planning Functions	-	-	-	149,990	24,002	173,992
				287,990		311,992
Total	2,268,609	635,261	1,080,000 1,320,600	2,789,302 2,927,302	630,334	7,403,506 7,782,106

EXPENDITURE FORECAST BY ACTIVITY

Task	Personnel & Indirect Expenses	Education Series & Training	Equipment & Software	Consultant & Data Collection	Total
1. Program Administration & Coordination	732,223	70,000	-	30,000	832,223
2. Public/Stakeholder Participation & Coordination	529,775	12,200	2,000	-	543,975
3. Data management & Systems Analysis	667,479	3,000	61,000	162,466 403,066	893,945 1,134,545
4. Metropolitan Transportation Plan (MTP)	716,273	-	-	440,000	1,156,273
5. Transportation Improvement Program (TIP)	329,445	-	2,000	50,000	381,445
6. Congestion Management Process (CMP)	82,958	-	-	-	82,958
7. Planning Consultation & Studies	398,695	-	-	2,940,000	3,338,695
8. RTPO Planning Functions	173,992	-	-	138,000	311,992
Total	3,630,840	85,200	65,000	3,622,466 4,001,006	7,403,506 7,782,106

Appendix A.1 - Amended

FY '23-25 Expenditure Forecast by Sub-Task Activity (All Funding Sources)

Task	Personnel and Indirect Expenses	Education Series & Training	Equipment & Software	Consultant Contracts and Data Collection	Total
1. Program Administration and Coordination					\$ 832,223
Sub Tasks (Admin) 1.1, 1.2, 1.3, 1.4, 1.6	611,146			30,000	641,146
(Training) 1.5	121,077	70,000			191,077
2. Public/Stakeholder Participation & Education					\$ 543,975
(Public Coordination and Outreach) 2.1	213,975		2,000		215,975
(Stakeholder Coordination) 2.2	117,366	10,000			127,366
(Title VI & Enviro Justice) 2.3	43,655	2,200			45,855
(Webpage & Social Media) 2.4	154,778				154,778
3. Systems Analysis/Information Management					\$ 839,945
					\$ 1,134,545
(Data & Software Mgmt) 3.1	197,220		50,000		247,220
(GIS & Spatial Analysis) 3.2	109,787	3,000			112,787
(Data Visualization & Cartography) 3.3	100,388		3,000	32,466	135,854
(Socioeconomic Data Collection & Forecasting) 3.4	63,092			50,000	113,092
(Systems Analysis & Data Application) 3.5	187,982		8,000	80,000	275,982
				320,600	516,582
(AQ & Transp Conformity) 3.6	9,010				9,010
4. Metropolitan Transportation Plan (MTP)					\$ 1,156,273
(Long-range Transportation Planning) 4.1	411,491			310,000	721,491
(Equity Planning) 4.2	53,216				53,216
(Climate Change / Resiliency) 4.3	81,578			130,000	211,578
(Agency Support & Coordination) 4.4	81,490				81,490
(Active & Public Transportation) 4.5	88,498				88,498
5. Transportation Improvement Program (TIP)					\$ 381,445
(TIP Dev & Maintenance) 5.1	159,115		2,000		161,115
(Coordination & Tracking Projects) 5.2	170,330			50,000	220,330
6. Congestion Management Process (CMP)					\$ 82,958
(CMP Activities) 6.1	64,888				64,888
okane Regional Transportation Management Center (SRTMC) support) 6.2	18,070				18,070
7. Planning Consultation and Special Studies					\$ 3,338,695
(General Planning Support & Coordination) 7.1	246,488			2,500,000	2,746,488
(Regional Transportation Priorities) 7.2	61,138				61,138
(Safety) 7.3	91,069			440,000	531,069
8. RTPO Planning Functions					\$ 173,992
					\$ 311,992
(General RTPO activities) 8.1	140,496			138,000	278,496
(Plan and County Wide Planning Policies Certification Process Update) 8.2	33,496				33,496
Total	\$ 3,630,840	\$ 85,200	\$ 65,000	\$ 3,622,466	\$ 7,403,506
				\$ 4,001,066	\$ 7,782,106

WSDOT | State Planning and Research Work Program | 2023-2025 Biennium

SUBAREA 5.3 - WSDOT Regional Planning

SUBAREA DESCRIPTION

The six regions and the Management of Mobility (MOM) Division provide multimodal planning and regional coordination services for Washington State Department of Transportation (WSDOT); tribal, county, city, governments; state agencies; and regional planning organizations. This coordination includes providing expertise on others' plans, providing and analyzing data, and participating in committees.

The regions manage all aspects of a planning study or other planning documents such as work plan, schedule, budget, community engagement, briefings and development of recommendations. This work also includes planning studies identified by Legislative Provisos.

The Management of Mobility Division has two groups focusing on long range planning in central Puget Sound. The Policy Group works on addressing system challenges and issues in the central Puget Sound by focusing on regional transportation planning and policy. The team also serves as the liaison to Puget Sound Regional Council (PSRC) for the agency, working to engage and coordinate on regional transportation issues.

The Planning Group works to implement corridor level practical solutions to provide safe and reliable mobility choices in the central Puget Sound. Current focus is conducting multimodal corridor planning studies and developing plans as directed by the Legislature, local agency plan review and collaboration, and working with partners to provide an integrated multimodal system.

FEDERAL MANDATES

23 CFR 450.206 23 CFR 450.212 23 CFR 450.208

OBJECTIVES

- Engage in Statewide Planning processes described in 23 CFR 450.206, 23 CFR 450.208 and 23 CFR 450.212. This includes:
 - Continue to engage and participate in Complete Streets activities.
 - Developing planning studies for WSDOT owned and managed transportation infrastructure and services through internal and external community engagement.
- Continue to engage and participate in statewide initiatives such as the Healthy Environment for all (HEAL) Act.
- Participating in headquarter (HQ) led efforts such as statewide and modal plan updates, data gathering and analysis, policy reviews, statewide coordination committees.
- Conducting community engagement consistent with WSDOT's documented public involvement process (Community Engagement Plan) and the Process for Consulting with Non-Metropolitan Local Officials, Tribes and Federal Land Management Agencies.
- Performing Environmental Title VI analysis and monitor compliance particularly relating to planning efforts and other functional areas.
- Coordinate planning processes described in 23 CFR 450.208. This includes:

- Transportation Planning Organization, transit agencies, counties, cities, Tribes and federal land management agencies consistent with WSDOT's Community Engagement Plan and WSDOT's Process for Consulting with Non-Metropolitan Local Officials, Tribes and Federal Land Management Activities.
- Representing WSDOT by participating in Metropolitan Planning Organization/Regional Transportation Planning Organization/Regional Transportation Planning Organization (MPO/RTPO) policy and technical committee meetings and other related activities.
 - Engage in enhanced collaboration with local governments to promote consistency between transportation improvements and state and local planned growth and economic development patterns, as per 23 CFR 450.206(5). Coordinating with local governments as they develop their comprehensive land use and other transportation-related plans. The coordination includes participation in planning efforts, providing data and performing/reviewing analysis.
 - Reviewing comprehensive plan and other land use decisions/proposals to identify and coordinate addressing potential impacts to state facilities.
 - Participating in various local agency planning efforts by developing planning teams to respond to requests for staff time and information. The planning team strives to understand local concerns by working with local jurisdictions and local advocacy groups.
 - Achieve mutual benefits for local interests while also fulfilling our responsibility for the operation of the state transportation system.

Eastern Region Specific Planning Activities

Charlene Kay, Planning and Strategic Community Partnerships Director (kayc@wsdot.wa.gov)

- Represent statewide plans such as the Highway System Plan and the integration of Transportation Systems Management Operations in conversations with local and regional organizations. Seek feedback and share responses with the project team.
- Provide data, technical assistance, and review of regional plan updates.
- Participate in various local, regional, Tribal, state and federal transportation planning efforts. This includes serving on technical teams, providing data and performing technical review of studies and plans.
- Participate in headquarters-led statewide planning initiatives, such as statewide multimodal transportation plan updates, land use/growth management policy issues, planning studies guidelines update and similar statewide efforts.
- Coordinate with local governments as they develop their comprehensive land use and other transportation-related plans. The coordination includes participation in planning efforts, providing data and performing/reviewing analysis
- Coordinate Complete Streets with multidisciplinary subject matter experts during planning, scoping, pre-design, design and construction phases. Conduct and document community engagement to develop and evaluate alternatives that meet the goals of the program, particularly the Safe Systems approach. This approach includes recommending strategies such as reallocating existing space to active transportation modes, expanding the cross section to accommodate active transportation

modes, adopting vehicle speeds and/or increasing separation to achieve the target level of traffic stress.

- WSDOT multimodal planners will continue to engage in, and support statewide initiatives such as the development and implementation of the Healthy Environment for All (HEAL) Act.
- ER - Potential freight study in Palouse Regional Transportation Planning Organization (RTPO). This study is not funded and will be conducted if funds are made available.
- Reconnecting I-90 Communities. Conduct planning processes and design for removal of barriers to active transportation in historically disadvantaged communities on the I-90 corridor in Spokane's East Central Neighborhood. This project will also help WSDOT develop statewide guidance and tools for active transportation. Federal and state funds are being used for this effort.
- US 2 Division Connects (Division St. Bus Rapid Transit - Reimagining Division Street) is an effort to re- envision the US 2 Division Street corridor, once the US 395 North Spokane Corridor is complete. The project is evaluating alternative modes of transportation along Division Street to determine where improvements can be made to enhance bus, pedestrian, and bike travel. Spokane Transit Authority is leading this effort; and is utilizing FTA and funds for this project.
- SRTC / WSDOT Investment Strategy Safety Pilot Project. Establish a transparent process where each participating RTPO/MPO would identify key transportation investments in their region that would require new state revenue; and then collaborate with WSDOT to identify the investments the RTPO/MPO and WSDOT can support together. This process may include both programmatic and project investment recommendations. This project is utilizing federal funds.
- Healthy Environment for All (HEAL) Act - Senate Bill 5141. Continue to support WSDOT's development and implementation of the HEAL Act. ER Planning serves in both co-manager and support roles. This requirement is funded with state dollars.
- US 395/I 90 North Spokane Corridor (NSC) Surplus Lands - Sustainable Place-keeping- Senate Bill 5853. Eastern Region will continue leading the planning and implementing the US 395/I 90 NSC Surplus Lands -Sustainable Place-keeping. Federal and state funds are being utilized for this effort.

To: Transportation Technical Committee

05/15/2024

From: Madeline Arredondo, Associate Transit Planner, Spokane Transit Authority (STA)

Karl Otterstrom, Chief Planning and Development Officer, Spokane Transit Authority (STA)

TOPIC: 2025-2030 TRANSIT DEVELOPMENT PLAN (TDP) UPDATE

Requested Action:

None. For information only.

Key Points:

- The Transit Development Plan (TDP) is a mid-range plan that outlines service planning, capital improvements and financial projections to align the short range and long-range plans of the agency.
- Per RCW 35.58.2795, transit agencies are required to submit a six-year TDP and provide consistency with comprehensive plans of the jurisdictions STA serves.
 - The current adopted 2024-2029 TDP may be viewed on STA's website at: <https://spokanetransit.com/projects-plans/transit-development-plan>
- This plan will provide updated information to the Washington State Department of Transportation (WSDOT) on the development of the various transit activities undertaken by STA.
- Sections of the TDP include:
 - Agency Information
 - Previous Year in Review
 - Mid-Range Tactical Framework
 - Service Improvement Program (SIP)
 - Capital Improvement Program (CIP)
 - Operating and Financial Projections

Board/Committee Discussions:

This is the first time the TDP process has been presented to SRTC.

Public Involvement:

The TDP process and meetings are open to the public and began in February 2024 with the STA Planning and Development Committee. STA developed an enhanced outreach approach, beyond the required public hearing, to include presentations to key transportation committees, WSDOT, and in-person and virtual public meetings.

- May 30, 2024 – STA will issue the draft plan
- June 6, 2024 – Virtual public meeting
- June 10, 2024 – In-person public meeting at the Plaza
 - STA would like to invite any representatives who may want to set up presentations too.
- June 20, 2024 – STA Board of Directors public hearing
- July 24, 2024 – STA Board will act on the adoption of the plan

Spokane Transit Contact: Madeline Arredondo | marredondo@spokanetransit.com | 509.325.6059

To: Transportation Technical Committee
From: Mike Ulrich, Principal Transportation Planner
TOPIC: REGIONAL SAFETY ACTION PLAN (RSAP) DRAFT

05/15/2024

Requested Action:

None. For information and discussion.

Key Points:

- SRTC, with support from a consultant team, is developing a Regional Safety Action Plan (RSAP).
- Decision points throughout the development of the plan have been informed by a Steering Committee made up of member agency staff and a TAC member.
- At the February meeting staff provided a presentation on the RSAP with specific attention paid to the data analysis and engagement strategies.
- At the March meeting, staff provided a presentation that includes discussion on the high injury network, equity analysis, project identification, and potential strategies.
- At the April meeting, staff will provide a presentation on the draft plan which can be accessed by following [this link](#).

Public Involvement:

Public involvement has been guided by the project's public involvement plan. The first phase engagement included in-person events at the STA Plaza and public libraries as well as targeted interviews and an online survey/mapping tool.

Board/Committee Discussions:

Both committees received a briefing on the RSAP at their 04/11/2024 meeting.

The SRTC Board received a briefing on the RSAP at their 03/27/2024 meeting.

Staff Contact: Mike Ulrich, SRTC | mulrich@srta.org | 509.343.6370

To: Transportation Technical Committee

5/15/2024

From: Mike Ulrich, Principal Transportation Planner

TOPIC: Data Applications for Transportation Analysis (DATA) Project Update

Requested Action:

None. For information and discussion.

Key Points:

- In 2018 the SRTC Board designated \$1M in Surface Transportation Block Grant (STBG) funding to improve the agency's ability to apply data to the long-range planning process.
- Staff convened a project team to develop an RFQ for a project to holistically evaluate SRTC's current tools compared to state of best practice. Resource Systems Group, Inc. was the prime consultant selected and a two-phase project was developed.
- With support from the project team, and informed by a stakeholder engagement process, Phase I concluded with the delivery of a design plan. In March of 2021, the SRTC Board approved that design plan and Phase II began.
- Phase II focused on implementing six tasks: Household Travel Survey, Passive Data Collection, Traffic Count Data Collection, Travel Demand Model Update, Land Use Allocation Tool, and Online Data Hub.
- Those tasks have been completed according to the agreed upon scope and were presented to the TTC at the March meeting.
- For the last several weeks SRTC Staff has been working with model users to provide training, model review, documentation review, and address model user feedback.
- At the April TTC meeting, staff will provide an update on that coordination and a schedule for project completion and model release.

Board/Committee Discussions:

The Committees and Board have had several presentations on this topic throughout the course of the last several years. At the March TTC meeting, staff provided a presentation that recapped the DATA Project, provided an overview of each of the six tasks, and the associated deliverables.

Public Involvement:

The funds for this project were included in the 2019-2022 TIP which was adopted 10/11/2018. A public meeting was held on 09/19/2018 to review and discuss the 2019-2022 TIP. A public comment period of thirty days ran from September 1 to September 30. All Committee and Board meetings where this project has been discussed have also been open to the public.

Staff Contact: Mike Ulrich, SRTC | mulrich@srctc.org | 509.343.6370

To: Transportation Technical Committee
From: Jason Lien, Principal Transportation Planner
TOPIC: Smart Mobility & Resiliency Projects

05/15/2024

Requested Action:

None. For information only.

Key Points:

- SRTC is undertaking projects in its work plan to complete a Smart Mobility Plan and a System Resiliency Assessment. These projects will serve to identify potential needs in the regional transportation system and be used to inform the Metropolitan Transportation Plan update. The work is being conducted with consultant assistance.
- The objectives of the Smart Mobility Plan are to create guidance on how to best plan for and integrate emerging transportation technologies into the existing transportation system to improve transportation efficiency and safety. *Smart mobility* refers to the use of technology and data to improve the efficiency, safety, accessibility, and sustainability of the transportation system.
- The objectives of the System Resiliency Assessment are to develop a plan for transportation resiliency, defined as the ability of the transportation system to recover and regain functionality after a major disruption or disaster.
- As part of the project schedule, there will be touch points with the TTC and TAC over the next several months. SRTC will also convene a Stakeholder Advisory Group for a series of 90-minute meetings. The Advisory Group will consist of representatives across agencies and sectors and provide “deeper dive” feedback at project milestones.

Board/Committee Discussions:

Staff presented an initial discussion on this work program at the December 2023 committee meetings and at the January 2024 Board meeting.

Public Involvement:

All TTC and TAC meetings are open to the public.

Staff Contact: Jason Lien, SRTC | jlien@srtc.org | 509.343.6370