



Puget Sound Regional Council

Transportation Operators Committee Agenda

Date: Wednesday, June 28, 2023, from 10:00 a.m.-12:00 p.m.

Online Meeting Only: Use Zoom Connection Information Provided Below

1. Welcome and Introductions (10:00) – Peter Heffernan, Chair (King County Metro)

2. Action: Approval of Meeting Summary – May 24, 2023* (10:05)

3. Transportation Policy Board Debrief (10:10)

The 'At Work' reports for the Transportation Policy Board meetings are available on the PSRC website at: <https://www.psrc.org/board/transportation-policy-board>.

4. Action: FTA Funding Allocation Requests* (10:15)

King County Metro and Skagit Transit are requesting to allocate previously unprogrammed FTA FFY2022 funds to projects. Please see the agenda packet for details on the specific programming requests.

5. Action: King County Metro Phase Redistribution Request* (10:20)

King County Metro is requesting a redistribution of funds between phases for an existing project. Please see the agenda packet for details of the specific redistribution request.

6. Discussion: Coordination on Comprehensive Plan Updates (10:25)

Jurisdictions in the region are required to update their comprehensive plans by the end of 2024. PSRC will share information on its comprehensive review and certification process and will share [resources](#) the agency has developed to assist local jurisdictions in updating their comprehensive plans consistent with VISION 2050. We would also like to facilitate a discussion with transit agencies on lessons they learned from the last comprehensive plan update process and how they are working with their local jurisdictions to provide transit information needed to update comprehensive plans. Please come to the meeting prepared to share your agency's perspective on this topic. Please invite your agency's subject matter experts, as appropriate.

7. Discussion: Connecting People to Transit* (11:00)

PSRC staff will provide an update on the agency's regional transit access work program. The goal of this briefing is to share information on PSRC's existing transit access tools, resources, and data, and to obtain feedback on studies conducted on

transit access since 2014. PSRC will also obtain feedback on potential locations that would make a good case study to test the existing transit access tools and data.

8. Discussion: 2023 Transit Integration Report (11:30)

PSRC will provide a brief update on the agency's approach to the 2023 Transit Integration Report.

9. Discussion: Transit Agency Roundtable (11:40)

As time permits, transit agency staff will provide updates on their work that they want to share with their regional partners.

10. Information: 2023 TOC Planned Meeting Topics*

11. Next Meeting: July 26, 2023

Calendar Link: <https://www.psrc.org/calendar>

12. Adjourn (12:00)

*Supporting materials attached

Zoom Participation Options:

To join audio/video conference:

<https://psrc-org.zoom.us/j/81700863118?pwd=Mmw0Q1JrU21XNkRSWGZXNmRNWIArQT09>

To join via cellphone (1-touch dial):

8778535257,,81700863118#,,,,*553746# US Toll-free

8884754499,,81700863118#,,,,*553746# US Toll-free

To join via phone:

877 853 5257 US Toll-free

888 475 4499 US Toll-free

Meeting ID: 817 0086 3118

Passcode: 553746

Other Formats:

- Sign language, and communication material in alternative formats, can be arranged given sufficient notice by calling 206-464-7090, TTY Relay 711.
- العربية | Arabic, 中文 | Chinese, Deutsch | German, Française | French
한국어 | Korean, Русский | Russian, Español | Spanish, Tagalog, Tiếng Việt | Vietnamese, visit <https://www.psrc.org/contact/language-assistance>.



Puget Sound Regional Council

Transportation Operators Committee Meeting Summary

Date: May 24, 2023

Location: Online Meeting Only: Zoom Remote Meeting

Welcome and Introductions

Peter Heffernan, Chair welcomed everyone at 10:00 a.m. Gil Cerise, PSRC took roll call and confirmed the members and alternates present.

Approval of Meeting Summary

The summary for the April 26, 2023, meeting was approved.

Action: Community Transit Redistribution Requests

Sarah Gutschow, PSRC, reviewed the Community Transit funding redistribution requests which were:

- Redistributing \$2,145,839 in Marysville (MAR) UZA FFY 2020 5307 funds between two projects
- Redistributing \$244,897 in Marysville (MAR) UZA FFY 2021 5339 funds and \$3,912,082 in Seattle-Tacoma-Everett (STE) UZA FFY 2022 5337 funds between projects

The committee then voted unanimously to approve the redistribution requests for recommendation by the Transportation Policy Board at their next meeting.

For more information, contact Sarah Gutschow at sgutschow@psrc.org

Action: 2023 Annual FTA Funding Adjustments

Sarah Gutschow, PSRC, provided an overview of the 2023 FTA Annual Adjustments process and the associated annual adjustments of FTA earned share funds recommendation by the Committee. She reviewed agenda packet materials that shared proposed changes and project adjustments that were approved by the Regional FTA Caucus. The Committee discussed and provided comments and then unanimously approved the 2023 Annual FTA Funding Adjustment to the earned share funds to be recommended to the Transportation Policy Board at their next meeting.

For more information, contact Sarah Gutschow at sgutschow@psrc.org

Discussion/Action: FTA Funding Working Group Equity Formula Distribution

Gil Cerise, PSRC, reviewed the background on the FTA Funding Working Group's Equity Formula Distribution and the follow-up work that the board called for TOC to develop with PSRC staff for implementation. This includes procedures falling under two categories: 1) Project identification, and 2) Monitoring. Gil reminded the committee that it discussed and provided feedback on this matter at their April 26th meeting. A draft approach to these procedures was included in the agenda packet. The committee discussed the draft and decided they would take action at this meeting. The Committee voted unanimously for the procedures to be recommended to the Transportation Policy Board.

For more information, contact Gil Cerise at Gcerise@psrc.org

Action: Project Tracking Overview and Recommendations

Sarah Gutschow, PSRC provided an overview of project tracking for transit projects in the region. After providing a summary of the most recent project tracking progress, Sarah turned to addressing recommendations for several delayed projects. The Regional FTA Caucus voted unanimously to forward recommendations on delayed transit projects to the Committee at its May meeting. The Committee discussed the delayed transit projects and developed recommendations based on whether the reason for the delay was considered "reasonable" or "unreasonable" per adopted policy. The primary consideration in determining whether a delay would be considered reasonable is whether the delay is due to factors outside of the agency's control. The TOC determined the eight projects had reasonable delays and therefore recommended extensions to move the projects forward within the next three months. The Committee voted unanimously to forward the recommendations on to the Transportation Policy Board for their next meeting.

For more information, contact Sarah Gutschow at sgutschow@psrc.org

Discussion: Transit Agency Roundtable

During the Roundtable, the committee received updates and announcements from the following attendees:

- Gil Cerise, PSRC
- Thomas Tumola, Community Transit
- Melinda Adams, Everett Transit
- Peter Heffernan, King County Metro
- Steffani Lillie, Kitsap Transit
- Barb Hunter, Pierce Transit
- Lisa Wolterink, Sound Transit
- Peter Stackpole, Intercity Transit

- Cordy Crockett, WSDOT
- John Bernard, WSDOT

Adjourn

The meeting was adjourned at approximately 11:30 a.m.

***Members and Alternates Present**

See attached attendance roster.

***PSRC Staff, Alternates and Guests Present**

Amy Biggs, SVT; Chris Eilerman, SDOT; Jessica Gould, Intercity Transit; John Bernhard, WSDOT; Kathryn Rasmussen, Community Transit; Kirste Johnson, Sound Transit; Zack Shields, City of SeaTac

PSRC

Gil Cerise, Erin Hogan, Sarah Gutschow, Nick Johnson, Jean Kim, Alexa Leach

**All attendees were present via remote participation*

TOC Attendance Roster

(Members and Alternates represented)

Date: May 24, 2023 10:00am - 12:00pm

Online/Remote Meeting Only

Agency/Jurisdiction		Name
Transit Agencies		
Community Transit (1)	x	Thomas Tumola
		<i>Roland Behee (Alt.)</i>
		<i>Melissa Cauley (Alt.)</i>
Everett Transit (1)	x	Melinda Adams
		<i>Michael Schmieder (Alt.)</i>
King County Metro (1)	x	Peter Heffernan, Chair
		<i>Hannah McIntosh (Alt.)</i>
Kitsap Transit (1)	x	Steffani Lillie
		<i>Edward Coviello (Alt.)</i>
Pierce County Ferries (1)		VACANT
		<i>Nick Lacsina (Alt.)</i>
Pierce Transit (1)		Lindsey Sehmel, Vice Chair
	x	<i>Barb Hunter (Alt.)</i>
		<i>Tina Lee (Alt.)</i>
City of Seattle (1)		Jen Malley-Crawford
	x	<i>Benjamin Smith (Alt.)</i>
Sound Transit (1)		Alex Krieg
		<i>Carrie Avila-Mooney (Alt.)</i>
	x	<i>Lisa Wolterink (Alt.)</i>
State		
WSDOT - Washington State Ferries (1)	x	Justin Resnick
		<i>John Bernhard (Alt.)</i>
WSDOT (1)	x	Cordy Crockett
		<i>Jason Beloso (Alt.)</i>
		<i>Don Chartock (Alt.)</i>
		<i>Stan Suchan (Alt.)</i>
Non-Voting Participants		
Regional FTA Caucus (1)	x	Steffani Lillie , Chair (Kitsap Transit)
		<i>Clint Ritter, Vice Chair (Pierce County Ferries) (Alt.)</i>
Intercity Transit (1)	x	Peter Stackpole
		<i>Jessica Gould (Alt.)</i>
Special Needs Transportation Committee (SNTC) (1)		Susan Carter, Chair (Hopelink)
		VACANT

King County Metro - Funding Allocation Request

Request: King County Metro (KCM) requests to allocate \$13,648,421 in Seattle-Tacoma Everett (STE) UZA FFY2022 FTA 5337 HIFG funds to the projects identified below.

Explanation: King County seeks to allocate \$13,648,421 of STE UZA FFY2022 FTA 5337 HIFG funds to five existing projects and one new project. These funds were held over from the distribution of PSRC's FTA earned share funds that were allocated to agencies as part of the 2018 project selection process, approved by PSRC's Executive Board on July 26, 2018. As these funds are new to the TIP, per adopted policy these projects will be released for public comment through the Executive Board meeting on July 28, 2023. The additional funding will be used to cover increased project costs for the "500K Substation Breaker Replacement", "Atlantic Base Maintenance Building HVAC Replacement", "Broad Street Substation Transformer Replacement", "Trolley System Transit Asset Management 2021-2022", and "Atlantic Base Wash Systems Vacuum Replacement" projects. The new "Trolley Bus ESS Unit Replacement" project will use the funds to replace the worn-out Energy Supply Systems in all of the agency's 174 trolley buses.

FFY 2022 STE UZA 5337 HIFG Funds

Appropriation Year	TIP ID	Project Title	Source	Current	Proposed Change	Final
2022	MET-214	500K Substation Breaker Replacement	5337 HIFG	\$0	\$2,200,000	\$2,200,000
2022	MET-215	Atlantic Base Maintenance Building HVAC Replacement	5337 HIFG	\$0	\$1,000,000	\$1,000,000
2022	MET-217	Broad Street Substation Transformer Replacement	5337 HIFG	\$0	\$2,028,000	\$2,028,000
2022	MET-229	Trolley System Transit Asset Management 2021-2022	5337 HIFG	\$0	\$1,645,541	\$1,645,541
2022	MET-249	Atlantic Base Wash Systems Vacuum Replacement	5337 HIFG	\$0	\$324,880	\$324,880
2022	MET-259	Trolley Energy Storage System Replacement	5337 HIFG	\$0	\$6,450,000	\$6,450,000

Skagit Transit - Funding Allocation Request

Request: Skagit Transit requests to allocate \$470,730 in Seattle-Tacoma Everett (STE) UZA FFY2022 FTA 5307 Earned Share and 5339 funds to the "Skagit Transit Maintenance Operations and Administration Facility" project.

Explanation: Skagit Transit seeks to allocate \$470,730 in Seattle-Tacoma Everett (STE) UZA FFY2022 FTA 5307 Earned Share and 5339 funds to the existing "Skagit Transit Maintenance Operations and Administration Facility" project. These funds were held over from the distribution of PSRC's FTA earned share funds that were allocated to agencies as part of the 2018 project selection process, approved by PSRC's Executive Board on July 26, 2018. As these funds are new to the TIP, per adopted policy these projects will be released for public comment through the Executive Board meeting on July 28, 2023. The additional funding will be used to cover increased project costs for the "Skagit Transit Maintenance Operations and Administration Facility" project.

FFY 2022 STE UZA 5307 Earned Share and 5339 Funds

Appropriation Year	TIP ID	Project Title	Source	Current	Proposed Change	Final
2022	SKA-4	Skagit Transit Maintenance Operations and Administration Facility	5307	\$0	\$429,260	\$429,260
2022	SKA-4	Skagit Transit Maintenance Operations and Administration Facility	5339	\$0	\$41,470	\$41,470

King County Metro - Phase Redistribution Request

Request: King County Metro (KCM) requests to redistribute \$7,950,000 in Seattle-Tacoma Everett (STE) UZA FFYs 2021 and 2022 FTA 5307 Earned Share funds between phases of its "Interim Base Battery Electric Bus Charging Depot" (MET-250) project.

Explanation: KCM requests to redistribute \$7,950,000 in Seattle-Tacoma Everett (STE) UZA FFYs 2021 and 2022 FTA 5307 Earned Share funds from the Preliminary Engineering (PE) phase to the Construction phase of its "Interim Base Battery Electric Bus Charging Depot" (MET-250) project. The redistribution is needed because Metro has obtained state grant funds for the project that have a hard deadline for their use. To ensure these state funds are fully utilized, Metro will use state and local funding to displace the federal funds in the PE phase. The additional funds in the Construction phase will help cover increased project costs due to increased material, equipment and construction cost estimates.

MET-250 FFYs 2021 and 2022 STE UZA 5307 Earned Share Funds

Appropriation Year	Source	Project Phase	Current	Proposed Change	Final
2021	5307	PE	\$2,658,576	-\$2,658,576	\$0
2022	5307	PE	\$5,291,424	-\$5,291,424	\$0
2022	5307	CN	\$0	\$2,658,576	\$2,658,576
2022	5307	CN	\$0	\$5,291,424	\$5,291,424



Puget Sound Regional Council

DISCUSSION ITEM

June 28, 2023

TO: Transportation Operators Committee

**FROM: Gil Cerise, Program Manager
Jean Kim, Senior Planner**

SUBJECT: Connecting People to Transit Update

IN BRIEF

The committee will discuss and provide feedback on how transit is characterized in existing work and next steps in the review of existing transit access tools and resources in conjunction with updated data to identify potential improvements to transit access assessments.

DISCUSSION

At the February TOC meeting, PSRC staff shared its work program developed from the Regional Transportation Plan's call to "...develop and update tools and resources to help identify where access to transit can be improved, particularly for bicyclists and pedestrians."

The work program starts with a review of existing transit access tools and resources in conjunction with updated data to help identify potential improvements to transit access assessments and next steps. This initial task will begin with a review of existing tools, such as the PSRC Transit Access Checklist and Transit Access Toolkit, found on the PSRC website at this link: <https://www.psrc.org/our-work/transit-access>. These work products were the result of a multi-year effort to examine transit access needs in the region, published in 2016-2017.

One key feature of this work included the comprehensive nature of defining and addressing transit access via conducting a Transit Access Assessment. Among the key overarching findings from PSRC's initial Transit Access Assessment were:

- **Context matters.** The quality of transit access depends on the interplay between urban form and the built environment, transit service, and parking characteristics that vary widely from place to place and are variable and dynamic over time. There currently is no consistent, comprehensive, and transparent framework for understanding the transit access context at existing or planned major sites of transit service in the region.

- **Many actors, unclear roles.** In any given context, there will be multiple actors involved in the delivery of transit access investments. However, roles are not always clearly defined, which means that stakeholder policies, priorities, and even capital projects are not always aligned.

Three work products were created to help address these two overarching findings. They form the basis of PSRC's existing transit access tools and were intended to be used with one another to help increase transit access at major transit sites in the region:

- **Transit Access Checklist** was intended for use by stakeholders to provide a framework for conducting a 360-degree assessment of existing transit access conditions at any given location, framing questions under characteristics such as urban form, transit operations, and parking. The Checklist also included relevant data sources and transit agency and PSRC contacts.
- **Transit Access Toolkit** identified 60 distinct tools for improving transit access and organizes them across eight strategic areas. The Toolkit was designed to help stakeholders understand how each strategic area increases access to transit and the roles played by various stakeholders in implementing access improvements. The Toolkit also documents benefits, costs, common issues and challenges, and regional examples of all 60 access improvements identified.
- The **Transit Access Funding Matrix and Key Findings** were intended to assist stakeholders in identifying potential funding opportunities for transit access strategies identified in the Toolkit.

Since the above tools were created, PSRC has collected new data (such as regional sidewalk data), compiled with existing updated data sources, and created a visualization tool (see: <https://www.psrc.org/planning-2050/regional-transportation-plan/transportation-system-visualization-tool>). Other tools, resources, and data may also be available.

TRANSIT IN EXISTING TRANSIT ACCESS TOOLS

Transit Access Assessment focused on major sites of transit service: transit centers, park and rides, light rail stations, Sounder stations, ferry terminals, and high-frequency transit corridors. Transit access was defined as the ability of people to easily get to and use public transportation. It was further defined as infrastructure, facilities, and services that support a person's ability to easily reach major sites of transit service.

The transit access tools described above highlighted transit service as one of three key characteristics that influence transit access. Specifically, identifying things like the number of routes, their peak- and off-peak headways, the destinations served, the reliability and quality of transit service, and boarding data by route and time of day.

The Transit Access Checklist incorporated transit in the following ways:

- Urban form and built environment: This section mainly addresses TOD and active transportation (e.g., pedestrian-friendly environment). However, it does ask questions about planned transit infrastructure, and transit-supportive infrastructure (e.g., queue jumps, bus bulbs, bus-only lanes, etc.) in the street network.
- Transit service addresses operating characteristics, the user experience, and transit and drop-off connections.
- Parking section of the Transit Access Checklist provides questions applicable to transit agency park and ride facilities with questions addressing capacity and utilization, parking behavior.

The Transit Access Checklist encouraged collaboration between local jurisdiction staff and transit agencies, and included data that transit agencies can often provide to help answer questions in the checklist.

The Transit Access Toolkit helped address lack of clarity for roles and responsibilities, and as part of that included identification of typical transit roles as well as areas where transit agencies can collaborate with others in increasing transit access. Transit-related improvements that resulted in increased transit access were identified throughout the Toolkit and in all eight strategic areas. However, one area that dominated transit service considerations was the strategic area entitled “Increase transit service frequency, reliability, and coverage.”

PSRC staff will present key features from the Transit Access Checklist, Transit Access Toolkit, and Transit Access Funding Matrix at the June 28 TOC meeting.

DISCUSSION QUESTIONS

At the June TOC meeting, PSRC staff will engage the committee in answering the following questions:

- Do you have feedback on how transit service and facilities were characterized in the existing Transit Access Checklist and Transit Access Toolkit?
- Are you aware of any recent studies or literature on transit access that PSRC should be aware of in our work on transit access?
- PSRC anticipates using case studies to help assess existing transit access tools. Do you have any suggestions for existing or future high-capacity transit (HCT) station areas that would be good candidates to provide an assessment of existing transit access tools?

NEXT STEPS

PSRC has recruited an ad hoc Transit Access Working Group (see Attachment A for working group roster). During the working group’s first meeting on July 11, PSRC will provide a deeper dive into existing transit access tools and resources for the group and share advisory committee feedback to-date. We anticipate updating our literature review on transit access as well as moving forward to identify potential case study locations to test existing tools and data.

For more information or to provide further feedback, contact Gil Cerise at gcerise@psrc.org or (206) 971-3053 or Jean Kim at jkim@psrc.org or (206) 971-3052.

Attachment A: Transit Access Working Group roster (as of June 21, 2023).

PSRC Transit Access Working Group Roster

Name	Representing	County/Region	Transit Access Expertise
Local Jurisdiction			
Saraday Long	City of Federal Way	King	<ul style="list-style-type: none"> •Land use planning •Transit priority
Wesley Rhodes	City of Tacoma	Pierce	<ul style="list-style-type: none"> •Land use & development (TOD plan) •Transit service •Transit station/stop
Chris Dimmitt	City of Bremerton	Kitsap	<ul style="list-style-type: none"> •Pedestrian & bicycle •Other local jurisdiction infrastructure
Mary L'Heureux	City of Redmond	King	Infrastructure (prioritizing transit and other)
Nathan Howard	Snohomish County	Snohomish	<ul style="list-style-type: none"> •Land use planning •Pedestrian & bicycle •Transit priority
Transit			
Alex Krieg	Sound Transit	Region	<ul style="list-style-type: none"> •Multi-modal transit access •Transit service •Transit station/stop •Parking
Sophie Luthin	Community Transit	Snohomish	<ul style="list-style-type: none"> •Transit service •Transit station/stop
Ed Coviello	Kitsap Transit	Kitsap	<ul style="list-style-type: none"> •Transit service •Transit station/stop
Brian Van Abbema	King County Metro	King	•Transit data and tools
Tina Lee	Pierce Transit	Pierce	•Transit service
Developers/Similar			
Erin Christensen Ishizaki	Mithun	Private	<ul style="list-style-type: none"> •TOD •Place-making •Land use planning •Pedestrian & bicycle •Public health
Bree Nicoletto	African Community Housing & Development	King	<ul style="list-style-type: none"> •TOD •Place-making
System User			
Dorene Cornwell	Advocate	King	System user (provides persons with low vision/blind perspective)
VACANT	Wheelchair User		System user (provides wheelchair users perspective)
Other			
Phil Harris	WSDOT	State	<ul style="list-style-type: none"> •Land use planning •Infrastructure (multiple modes) •Transit service •Transit station/stop •Parking
Richard Gelb	Seattle-King County Public Health	King	<ul style="list-style-type: none"> •Public health •Pedestrian & bicycle

Last updated: 6/6/2023



2023 TOC Planned Meeting Topics

Ongoing

- FTA fund adjustments
- FTA fund project tracking

Quarter 1 (January – March)

- Transit's role/inputs in Climate Change Implementation Strategy (January)
- Transit-related data/measures in RTP dashboard (March)
- Initiation of Transit Access work program (January and March)
 - Review and assessment of existing tools and data
- Regional Safety Plan coordination (ongoing – more in Q2)
- Follow-up on regional FTA safety performance targets (deferred to Q2)
- Initiate Transit Development Plan coordination (moved up from Q2 -- March)
- ADA Transition Plan coordination (March)

Quarter 2 (April – June)

- Transit Access work program
 - Standing up ad hoc working group (June)
 - Initiate review and assessment of existing tools and data (June)
 - Inventory of Microtransit/MOD services
- Initiation of 2023 Transit Integration Report (June)
- Regional Safety Plan coordination (notify of 6/29 Safety Summit at May meeting)
- Project Tracking Update from 2022 (May)
- Project Tracking Recommendations (May)
- FTA regional target data collection method and timing (incorporated in transit development plan work – see Q1)
- FTA Funding Working Group Equity Formula Distribution (April/May)
- ADA Transition Plan coordination/follow-up (April)

Quarter 3 (July – September)

- Transit Access work program
 - Review and assessment of existing tools and data
 - Inventory of Microtransit/MOD services
- TOC review of 2023 Transit Integration Report (September)
- Regional Safety Plan coordination

Quarter 4 (October – December)

- Transit Access work program
 - Completion of review and assessment of existing tools and data & report on next steps
 - Next steps: pedestrian and bicycle access to transit improvements
 - Next steps: accounting for/assessing need for Microtransit/MOD services
 - Other potential next steps
- Regional Safety Plan coordination
- Involvement in Future of High-Capacity Transit convening (proposed)
- Overview of PSRC 2023 transit development plan review process
- Periodic review of annual FTA regional performance targets and actuals