



## Puget Sound Regional Council

### Transportation Operators Committee Agenda

Date: Wednesday, March 27, 2024, from 10:00 a.m.-11:30 a.m.

**Online Meeting Only:** Use Zoom Connection Information Provided Below

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

**2. Action: Approval of Meeting Summary – February 28, 2024\* (10:05)**

**3. Transportation Policy Board Debrief (10:10)**

The 'At Work' reports for the Transportation Policy Board (TPB) meetings are available on the PSRC website at: <https://www.psrc.org/board/transportation-policy-board>. The latest Transportation Work Program progress reporting summary is available on pages 32-33 of the March 14, 2024 TPB agenda packet: <https://www.psrc.org/media/8523>.

**4. Action: King County Metro Redistribution Request\* (10:15)**

King County Metro is requesting a redistribution of funds between two existing projects. Please see the attachment for details of the specific redistribution request

**5. Discussion: PSRC Transit Committee Operating Procedures\* (10:25)**

PSRC will share updated committee operating procedures for this committee. As part of this update on PSRC transit committee operations, a refined purpose statement and ongoing work program is being shared. Membership and meeting cadence that supports the committee's purpose and work program is also included in the draft operating procedures. Please review the attachment and be prepared to discuss the draft operating procedures at the meeting.

**6. Discussion: Look Ahead on Transit-related Regional Transportation Plan (RTP) Work\* (10:50)**

Building off recent Transportation Policy Board presentations on the RTP (2026-2050), PSRC staff will provide an overview of the types of transit topics that are incorporated into the RTP. At the March meeting, we will solicit feedback from agencies on the topics and highlight those that should be discussed earlier in the process. We will bring select topics and issues to the TOC on an ongoing basis over the coming years to incorporate necessary transit elements in the plan.

**7. Discussion: Transit Agency Roundtable (11:15)**

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

**8. Informational Item: VISION2050 Award Nominations\***

**9. Next Meeting: April 24, 2024**

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

**10. Adjourn (11:30)**

\*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>.



## Transportation Operators Committee Meeting Summary

**Date:** February 28, 2024

**Location:** Online Meeting Only: Zoom Remote Meeting

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### Welcome and Introductions

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

### Approval of Meeting Summary

The summary for the January 24, 2024, meeting was approved.

### Transportation Policy Board Debrief

Gil Cerise, PSRC, provided a brief overview of the February Transportation Policy Board (TPB) meeting and shared the location of the Transportation work program tracker that TOC members requested be highlighted.

### Discussion: PSRC Transportation Committee Assessment

Gil Cerise, PSRC, gave a brief overview of a comprehensive assessment of how PSRC engages stakeholders through advisory committees and shared that, as a result of that assessment, PSRC is proposing changes to several of its existing committees which will be rolled out over the coming weeks. For transit, we are proposing a consolidated and rebranded transit committee. PSRC will share more on this as a Discussion item at the March TOC meeting.

*For more information, contact Gil Cerise at [gcerise@psrc.org](mailto:gcerise@psrc.org)*

### Discussion: Guidance for FTA Equity Formula Funds

Sarah Gutschow, PSRC, shared updated guidance on the FTA Equity Formula funding distribution that will be used for the 2024 Project Selection process for FTA funds. The updated guidance includes clarifications based on board feedback on issues that arose in the initial distribution of these funds, as shown in the [agenda packet attachment](#) for this item.

*For more information, contact Sarah Gutschow at [sgutschow@psrc.org](mailto:sgutschow@psrc.org)*

### Discussion: Updates to PSRC Project Tracking Policies

Sarah Gutschow, PSRC, provided an overview of current policies for FTA funds in the [Project Tracking Policies for PSRC's Federal Funds](#), including the application of the rules for regional funds to the new Equity Formula distribution. She then reviewed some options for providing additional flexibility under some circumstances to those policies, as detailed in the [agenda packet attachment](#) for this item. TOC members discussed the options and generally agreed that additional flexibility may be warranted under some circumstances, given the unique nature of this new distribution process.

The committee then voted unanimously to recommend the proposed changes to the Transportation Policy Board at their next meeting. As part of this recommendation, the committee requested eventually including an administrative addendum with examples of when exceptions may be considered.

*For more information, contact Sarah Gutschow at [sgutschow@psrc.org](mailto:sgutschow@psrc.org)*

### **Discussion: Recommendations and Next Steps for Connecting People to Transit Work Program**

Jean Kim, PSRC, shared the final report from the Transit Access Working Group with recommendations for how PSRC can improve its transit access tools and resources. Jean and Gil also shared PSRC's proposed next steps for developing a regional transit access needs assessment as part of the Regional Transportation Plan 2026-2050.

*For more information, contact Jean Kim at [jkim@psrc.org](mailto:jkim@psrc.org)*

### **Discussion: Transit Agency Roundtable**

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

- Lisa Wolterink, Sound Transit
- Sophie Luthin, Community Transit
- Melinda Adams, Everett Transit
- Steffanie Lillie, Kitsap Transit
- Andrew Arnes, Pierce Transit
- Ben Smith, City of Seattle
- Cordy Crockett, WSDOT
- Jillian Nordstrom, WSDOT
- Peter Heffernan, King County Metro

### **Adjourn**

The meeting was adjourned at approximately 12:00 p.m.

**\*Members and Alternates Present**

See attached attendance roster.

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

Jillian Nordstrom, WSDOT; Eric Irelan, King County; Nick Roach, Community Transit

PSRC

Gil Cerise, Erin Hogan, Sarah Gutschow, Nick Johnson, Alexa Leach, Jean Kim, Kelly McGourty, Jennifer Barnes

*\*Attendees were present via remote participation*

# TOC Attendance Roster

(Members and Alternates represented)

Date: February 28, 2024 10:00am - 12:00pm

Online/Remote Meeting Only

Agency/Jurisdiction		Name
<b>Transit Agencies</b>		
Community Transit (1)	x	Sophie Luthin
		<i>Kathryn Rasmussen (Alt.)</i>
Everett Transit (1)	x	Melinda Adams
		<i>Michael Schmieder (Alt.)</i>
King County Metro (1)	x	Peter Heffernan, Chair
		<i>Erik Rundell (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)	x	Andrew Arnes
		<i>Tina Lee (Alt.)</i>
City of Seattle (1)		Jen Malley-Crawford
	x	<i>Benjamin Smith (Alt.)</i>
Sound Transit (1)		Alex Krieg
	x	<i>Lisa Wolterink (Alt.)</i>
<b>State</b>		
WSDOT - Washington State Ferries (1)		Jason Rogers
		<i>John Bernhard (Alt.)</i>
WSDOT (1)	x	Cordy Crockett
		<i>Jill Nordstrom (Alt.)</i>
<b>Non-Voting Participants</b>		
Regional FTA Caucus (1)	x	Steffani Lillie , Chair (Kitsap Transit)
		<i>Clint Ritter, Vice Chair (Pierce County Ferries) (Alt.)</i>
Intercity Transit (1)		Peter Stackpole
		<i>Jessica Gould (Alt.)</i>
Special Needs Transportation Committee (SNTC) (1)		Susan Carter, Chair (Hopelink)
		VACANT

## King County Metro Redistribution Request

**Request:** King County Metro (KCM) requests to redistribute \$1,413,878 in Seattle-Tacoma Everett Urbanized Area (STE UZA) FFY2019 and FFY2020 5307 Regional funds between the projects identified below.

**Explanation:** KCM requests to redistribute funds from its "KCM System Expansion Eighth Base" project to its "Rapid Ride I Line" project. The redistribution is needed because the project was cancelled and will not proceed further due to impacts from COVID on both ridership and corresponding fleet needs. The project also contains \$1,101,335 in FFY2018 funds which cannot be redistributed because the funds have already lapsed. After the FFY2019 and FFY2020 funds are redistributed, this project will be closed out.

Per PSRC's project tracking policies, sponsors returning regional FTA funds first have the opportunity to reprogram the funds to a new or existing Equity Formula project. After the funds are redistributed, the "Rapid Ride I Line" project scope will remain the same as the agency will be decreasing the project's total budget by a like amount of local funds.

### FFY 20219 and 2020 STE UZA 5307 Regional Funds

Appropriation Year	TIP ID	Project Title	Source	Current	Proposed Change	Final
2019	MET-219	KCM System Expansion Eighth Base	5307 Regional	\$500,000	-\$500,000	\$0
2020				\$913,878	-\$913,878	\$0
2019	MET-260	Rapid Ride I Line		\$0	\$500,000	\$500,000
2020				\$0	\$913,878	\$913,878

# ***DRAFT Transportation Operators Committee Operating Procedures – 2024***

## **Purpose**

The Regional Transit Advisory Committee (RTAC) is PSRC's primary forum for:

- (1) addressing the region's transit planning needs to support the regional growth strategy and provide input to the Regional Transportation Plan,
- (2) recommending award of Federal Transit Administration (FTA) funds in the four-county central Puget Sound region, and
- (3) providing recommendations relating to PSRC's adopted project tracking policies.

The RTAC may also provide a transit perspective on other PSRC work program items.

## **RTAC Work Program**

To help illustrate work program items falling under the purpose of the RTAC, a standard work program of the RTAC will include:

- Technical transit input on PSRC's planning products, including but not limited to the Regional Transportation Plan and related work products.
- Input and advice on transit-related performance metrics, targets, and related data to show progress in meeting regional goals and objectives.
- Review and input on PSRC's transit plan review and comment processes.
- Recommendations on allocation of FTA funding in the central Puget Sound region and advice on updates to FTA funding processes, as needed.
- Recommendations on how to address projects that are not meeting PSRC project tracking policies.
- Input and advice needed to meet FTA and state regional planning rules.

## **Membership and Member Responsibilities**

### Membership

All transit agencies that are PSRC members and report transit service to the National Transit Database (NTD) are considered voting members of the RTAC. At present, this includes Community Transit, Everett Transit, King County Metro, Kitsap Transit, Pierce County Ferries, Pierce Transit, City of Seattle, Sound Transit, and Washington State Ferries. Acknowledging its role and interest in public transportation, WSDOT also holds a voting seat on the committee.

Non-voting membership is offered to transit agencies that are not PSRC members but report service to or within the PSRC region to NTD. Membership will be reviewed every three years, as per PSRC's Board procedures. Any time PSRC membership is updated, the rationale and background determined by the committee will be documented.

### Member Responsibilities

There shall only be one designated member per agency. This provides consistency and responsibility for the agency participating and voting at the RTAC. The designated member should have the ability to provide meaningful, consistent, and timely representation of their respective agencies at meetings to assist in carrying out the Committee's purpose. To carry out these duties, TOC members are expected to have background and working knowledge of the region's transit planning, FTA funding programs and compliance, major project



## ***DRAFT Transportation Operators Committee Operating Procedures – 2024***

planning/development, and the ongoing work and priorities at their agency in helping to achieve the regional growth strategy. However, these operating procedures allow members to invite alternates and relevant subject matter experts from their agencies to attend RTAC meetings and provide support to the member in providing input to PSRC and informing the member's votes on committee actions.

### Designation of an Alternate and Alternate Responsibilities

Each member should have at least one designated alternate. An alternate may only participate in a committee vote if the member is not present. However, alternates are welcome to attend RTAC meetings and contribute to discussion items, like transit subject matter experts, noted above. The distinguishing characteristic of an alternate from a subject matter expert is the expectation that alternates stay informed of the committee's ongoing work and that the alternate may vote in the member's absence. A subject matter expert may not vote.

Appointments for each member and alternate are to be provided in writing to PSRC by a transit agency department head or executive. Written member appointment communication for the RTAC can be provided via email.

### Member Attendance

All members are expected to regularly attend committee meetings. Alternates are expected to remain informed of the committee's work whether they attend or not. PSRC expects that between the member and designated alternates, that the appointing agency will provide consistent and informed input into PSRC's transit-related work program.

Attendance will be monitored and reported to the committee annually. If representation by either the member or designated alternate is absent for three meetings in a 12-month period, PSRC staff will contact the member's agency to encourage more regular attendance and to inquire if the appointment needs to be updated.

## **Chair/Vice-chair Role and Responsibilities**

A Chair and Vice-chair will be elected via an open nomination process and voting by the Committee. Terms will be for two years with no limits to the number of terms. The role of the Chair will be to facilitate discussions and actions by the Committee and to ensure equal opportunity for participation by members present. The Chair serves as the RTAC's designated non-voting member on the Transportation Policy Board.

The Vice-chair will operate in place of the Chair when the Chair is unable to attend a RTAC meeting. The Vice-chair serves as the TOC's designated non-voting alternate on the Transportation Policy Board.

The Vice-chair shall take over as the Chair if the Chair is unable to serve the remainder of the two-year term. In the event the Vice-chair becomes the Chair, the RTAC shall elect a new Vice-chair to take that position for the remainder of the two-year term.

Given the RTAC's representation role at the PSRC Transportation Policy Board, members should be able to represent the Committee in that forum.

## **Meeting Schedule and Agendas**

## ***DRAFT Transportation Operators Committee Operating Procedures – 2024***

RTAC will have a regular standing monthly meeting date scheduled to provide consistency for members. Meetings are typically scheduled for the fourth Wednesday from 10:00 am – 12:00 pm. Meetings will be canceled, additional meetings scheduled, or meeting times extended, as needed, based upon the work of the Committee. A calendar of regularly scheduled advisory committee meetings for the year is posted on PSRC's website.

Action items will be clearly noted on the meeting agenda, which will be distributed approximately one week prior to each meeting. If an item is not on the agenda, no action will be taken. However, under some circumstances, notification may be provided to the Committee via email, either to add an item to an upcoming agenda or to ask for action via email vote. No actions will be voted upon without adequate notice to all members of the Committee.

### **Voting and Recommendations**

Formal recommendations forwarded to the TPB will be by vote of the Committee. A recommendation may be proposed by any voting member of the TOC. Voting is not weighted, and each representative is allowed one vote. A quorum is not required, and all actions and recommendations shall be approved by a simple majority of voting members present. Other recommendations pertaining solely to Committee activities, and which will not be forwarded to the TPB for action, may be achieved either by vote or by consensus. Consensus is defined as general agreement of the TOC voting members present. Alternates do not participate in voting or recommendations if the representative is present. Minority positions may be forwarded along with the majority recommendations to the TPB.

### **Subcommittees**

In limited circumstances, the RTAC and PSRC may elect to form a limited-term ad hoc subcommittee to address a specific topic.

In general, these ad hoc subcommittees shall be limited to areas of a technical or detailed nature that cannot be adequately addressed by the RTAC membership within the confines of regularly scheduled RTAC meetings. In each case that a limited-term ad hoc subcommittee is created, the RTAC and PSRC shall collaborate to develop a clear purpose, work program, and schedule for delivering its work. Limited-term ad hoc subcommittees are advisory only to the RTAC and should dissolve upon presentation of their work.

# DRAFT

## RTP DEVELOPMENT – TRANSIT-RELATED WORK

### ➤ **Priority Focus Areas – Transit-relevant components**

- Safety
  - At-grade rail crossing safety (example: SE Seattle Link segment)
  - Safety on transit vehicles
  - Environmental safety
- Equity
- Climate
  - Zero emission vehicles – electric, hydrogen, etc.

### ➤ **Transit Network and Facilities**

- Current Network and Facilities - 2024
- Trends/changes compared to current RTP -2024
  - Includes post-COVID trends, work-from-home effects, etc.
  - Service reliability and redundancy – workforce challenges, etc.
- Future Transit Network (2050) and interim future networks – (start discussion 2024) – early 2025
- Regional Capacity Projects – early 2025

### ➤ **Transit Access**

- Development of a regional transit access assessment - 2024
- Update of transit access tools – 2025-2026
- Accounting for recommendations of working group – 2024-2026

### ➤ **Financial Strategy**

- Transit-related components
  - Maintenance & Preservation
  - System Expansion

### ➤ **Tools and Analysis**

- Transportation system visualization tool
- Potential sensitivity tests related to transit
- Performance metrics – transit-related

### ➤ **Big Picture/Look Ahead**

- Transit needs identified from comp plans
- Future high-capacity transit corridors

### ➤ **Related Elements**

- Unique marine environment for ferry transit
- Intercity Rail and Bus
- Coordinated Mobility Plan
  - Addressing people with mobility and accessibility needs
  - Specialized transportation
- Transportation Demand Management (TDM)
- New Technologies – Mobility On Demand (MOD)/Micro transit

# VISION 2050 AWARDS



Puget Sound Regional Council

## Call for Nominations 2024

The Puget Sound Regional Council is seeking nominations for the VISION 2050 Awards Program through April 1, 2024.

The VISION 2050 Awards celebrate progress to enhance the region's communities and natural environment while advancing equity and opportunity for all. The awards recognize innovative work to create a better future for central Puget Sound.

We welcome nominations in the following categories:

### On the Ground

Projects that show VISION 2050 in action today, including housing, mixed-use development or redevelopment, expanding access to opportunity, open space preservation, and transportation investments.

### Planning Ahead

Comprehensive or subarea plans, economic development plans, climate action plans, equity initiatives, design guidelines, outreach programs, and other similar efforts that are shaping a positive future for the region.

### Working Together

Cross-jurisdictional or public/private partnerships focused on solutions or working together to tackle tough problems and advance VISION 2050. Examples include multijurisdictional work on housing affordability, environmental and climate initiatives, corridor transportation planning, or other similar efforts to face long-term regional challenges.

### The region's vision for 2050

is to provide exceptional quality of life, opportunity for all, connected communities, a spectacular natural environment, and an innovative, thriving economy. More information about the goals and themes of VISION 2050 can be found at [www.psrc.org](http://www.psrc.org)



## Eligibility

**New this year:** PSRC will only be accepting nominations directly from its [membership](#). Firms seeking to nominate projects can do so through the member jurisdiction in which the project is located.

Nominations must be for projects, programs, plans or partnerships within the four-county region of King, Kitsap, Pierce and Snohomish counties that help achieve VISION 2050. More information about the goals and themes of VISION 2050 can be found at [psrc.org/vision](http://psrc.org/vision).

All nominated projects must be completed and open, plans must be adopted by their jurisdictions, programs must be in operation and partnerships must be formally working together.

## Submit a Nomination!

Nominations must be submitted online through the [VISION 2050 Awards Nomination Form](#)

Learn more at: [www.psrc.org](http://www.psrc.org)

Scan the code for  
the nomination form



## Schedule

- April 1, 2024 – Nominations due
- April-May 2024 – Awards Selection Committee composed of PSRC board members will select the award winners
- Summer/Fall 2024 – Awards presented on location around the region

