

MEETING MINUTES

Spokane Regional Transportation Council Transportation Technical Committee
August 28, 2017
421 W Riverside Ave Suite 504, Spokane, Washington

1. Call to Order

Mr. Ben Wick, Chair, called the meeting to order at 3:01 p.m.

2. Roll Call

Committee Members Present

Ben Wick	Greg Francis	Yolanda Lovato	
Kennet Bertelsen	Pat Harper	Robert Race Sr	
John Dietzman	Paul Kropp	Rosemarie Schmidt	Margaret Watson

Committee Members Not Present

Jim Simon	Greg Szabo	Hank Greer	
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Guests

Rich Burnett

Staff

Sabrina Minshall	Executive Director	Mike Ulrich	Senior Transportation Planner
Staci Lehman	Communications Coordinator	Julie Meyers-Lehman	Administrative Assistant

Ms. Minshall introduced new staff member Mr. Mike Ulrich. Mr. Ulrich spoke briefly about himself and his work history.

3. Public Comments

Mr. Burnett discussed the participation of TAC members in the project scoring process. He said he felt it was very important to have TAC members involved because they have a different perspective than engineers; he also said the participants could report details about the projects back to the TAC, which would be beneficial.

4. Approval of July 24, 2017 Meeting Minutes

Ms. Watson made a motion to approve the July 24, 2017 minutes as presented. Mr. Bertelsen seconded the motion. A vote was taken; there was one abstention and the remaining members voted in favor.

5. Tasks and Roles of the TAC

Ms. Minshall read the history and description of the TAC as outlined in the Committee By-laws, which were written in 2012. She brought attention to the updated membership matrix, tentative agenda items for the rest of 2017, and the notes from the July 24 brainstorming session. She stated it is important that the work done by this committee is beneficial and useful to the agency and that if the TAC was going to meet monthly, real engagement must be ensured for each person Ms. Minshall commented she was not opposed to a revision of the by-laws being brought before the Board if necessary.

Ms. Schmidt arrived at 3:12 pm

She asked everyone to review the By-laws to see if any changes, additions, or deletions were desired by the group.

Mr. Kropp stated he felt the By-laws were broad enough to encompass the group's activities. He noted that what seems to have been happening over the past few years was more like a rubber stamp than a discussion and he feels there has been more TAC review of regular documents, but not the MTP.

Mr. Francis said the TAC's activities have been in alignment with its mission. He agreed that the group has a tendency to rubber-stamp documents and plans, primarily because things come to the group too late for any changes to be made. He stated he would like the chance for the group to be engaged earlier in the process.

Mr. Dietzman said that education and the flow of information were the most important things to him. He said that in his opinion there hasn't been many times that the TAC committee has made a big difference.

Mr. Race commented that the TAC needs to stop automatically rubber-stamping items and should have an opportunity to study and comment upon projects throughout the area.

Ms. Minshall replied that it must be kept in mind that although this is a regional agency, it is not an enforcing agency. She said projects come to SRTC already designed and she gave several examples. She noted that SRTC and the TAC can provide education and guidance to agencies and jurisdictions so they have information before projects are designed.

Ms. Lovato arrived at 3:20 pm.

Ms. Minshall asked for suggestions of ways or specific actions that SRTC can make a difference in Spokane County. Mr. Bertelsen suggested TAC representation on the project selection committee.

The group discussed how jurisdictions' comprehensive plans contribute to project design and discussed ideas for bringing outside information back to the TAC.

Chair Wick stated that he has no objections to the existing goals and by-laws for the TAC's direction and primary focus had been raised so far and asked if all members were in agreement. there were no objections.

Ms. Minshall asked the group to review the brainstorming session notes for anything that should be added or deleted.

Mr. Bertelsen stated that it comes down to each TAC member getting involved and that decreasing the frequency of monthly meetings has marginalized members, as there is not time for meaningful input.

Mr. Francis noted that only having meetings every other month has made him feel less engaged. The group discussed prior TAC involvement in the project application and scoring process.

Mr. Bertelsen left the meeting at 3:55 pm.

Mr. Kropp said the agency has an obligation to provide the TAC with basic knowledge and training about the agency, for example: what is an MTP, what is a Unified Planning Work Program, what is an RTPO.

Ms. Lovato expressed the need to clarify the reasons why the TAC and the agency exist and their purpose.

Chair Wick noted that commenting on the call for projects was not on the list of TAC roles and would like that to be added.

6. TAC Membership

Ms. Minshall said that the by-laws require the TAC to have 13 members and the Board will convene a subcommittee later this year to review new applicants to replace those whose terms will be ending December 31.

Ms. Minshall asked those members whose terms are coming to an end in December if they were planning on applying for a second term. Mr. Francis said he is not sure if he request a second term and it will depend on the TAC's activities over the next few months.

Ms. Minshall asked if there were educational topics in which the group would be interested.

Mr. Francis said he would like to hear about the agency's mission, "SRTC 101", information about funding sources in Washington, and details about project life cycles.

Mr. Harper stated a snap-shot of the projects and plans in the University District would be useful.

Ms. Watson said she would like to see presentations about the City or County Comprehensive Plans.

7. TAC Member Comments/Roundtable

Mr. Dietzman described the recent Transportation Impact Fee committee meeting.

Mr. Harper announced he attended the WSDOT meeting discussing the Commute Trip Reduction 6 year plan.

Ms. Watson reported the statewide Bike Summit would be held in Spokane in spring 2018.

Ms. Schmidt discussed a *Transportation for America* letter regarding the federal transportation budget and TIGER funding.

Mr. Race liked the idea of being more informed about projects from their inception.

Mr. Francis described the number of bike lanes and the public transit system in Victoria, BC.

Mr. Kropp noted the City of Spokane has been discussing their snow plow plan and the issue of keeping sidewalks clear.

8. Adjournment

There being no further business, the meeting adjourned at 4:34 pm.

Julie Meyers-Lehman
Recording Secretary