

## MEETING MINUTES

Spokane Regional Transportation Council Board  
Thursday, March 9, 2017  
SRTC Office, 421 W Riverside Ave, Ste 500, Spokane WA

### 1. Call to Order

Mayor Tom Trulove brought the meeting to order at 1:00 pm.

### 2. Roll Call/Record of Attendance – Excused Absences

#### Board Members Present:

Mayor Tom Trulove, City of Cheney	Larry Stone, Major Employer Representative
Al French, Spokane County Commissioner	Josh Kerns, Spokane County Commissioner
E. Susan Meyer, Spokane Transit Authority	Aspen Monteleone, Councilmember, City of Airway Heights
Mayor Steve Peterson, City of Liberty Lake	Ben Wick, TAC Chair
Lori Kinnear, Councilmember, City of Spokane	Brandon Blankenagel, TTC Chair
Ed Pace, Councilmember, City of Spokane Valley	Mike Gribner, WSDOT-Eastern Region

#### Board Members Not in Attendance:

Dee Cragun, Small Towns Representative	Matt Ewers, Freight Representative
Larry Krauter, Spokane Airports	Joe Tortorelli, Washington State Transportation Commission
Amber Waldref, Councilmember, City of Spokane	

#### Guests Present:

Katherine Miller, City of Spokane	Paul Allen, City of Millwood
Louis Meuler, City of Spokane	Gloria Mantz, City of Spokane Valley
Stanley Schwartz, Legal Counsel	Char Kay, WSDOT-Eastern Region
Chad Coles, Spokane County	LeAnn Yamamoto, Commute Trip Reduction
Inga Note, City of Spokane	Paul Kropp, TAC

#### SRTC Staff Present:

Ryan Stewart, Interim Executive Director/Senior Transportation Planner	Anna Ragaza-Bourassa, Senior Transportation Planner
Staci Lehman, Communications Coordinator	Julie Meyers-Lehman, Administrative Assistant
	Amanda Mansfield, Assoc. Transportation Planner

Chair Trulove read the names of the following Board members requesting an excused absence from this meeting: Dee Cragun, Matt Ewers, Larry Krauter, Joe Tortorelli and Amber Waldref.

**Mr. Pace made a motion to excuse the absences. Ms. Meyer seconded the motion, which passed unanimously.**

### 3. Public Comments

There were no public comments

### 4. Executive Director's Report

Mr. Stewart announced the SRTC's new website just launched and the 2017 construction map will be released in approximately two weeks. He reported 32 applications were received for the regionally significant project evaluation for the Horizon 2040 update. He reported that staff was participating in the statewide Performance

Target Setting Group, and he also provided updates on the new conference room construction and the Executive Director recruitment process.

## 5. Consent Agenda – Minutes of the February 9, 2017 Board Meeting, February 2017 Vouchers, 2017-2020 Transportation Improvement Program (TIP) March Amendment

Recap for February, 2017:	
Vouchers: V120359 to V120370	22,323.78
Salaries/Benefits: Warrant Nos: 371735-371745 and 373889-373899	74,434.22
Interfund, other expenses, and reimbursements processed directly by the City of Spokane	335.84
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	97,093.84

**Mr. French made a motion to approve the consent agenda. Ms. Meyer seconded the motion, which passed unanimously.**

## 6. Additional Surface Transportation Block Grant (STBG) Program & Congestion Mitigation and Air Quality (CMAQ) Project Selections

Ms. Ragaza-Bourassa referred to the project delivery update at each person's place containing data as of January 31, 2017.

She reported that SRTC's estimated FFY 2017 obligation target is \$11,707,671 and current accounting of planned obligations prior to August 1 is approximately \$11.6 million, with \$1.5 million of planned de-obligations; which is a net of \$10.1 million. She said in order to stay on track to meet or exceed the target, SRTC staff proposed the following two strategies.

First, Ms. Ragaza-Bourassa said staff, the TIP Working Group and TTC have reviewed both contingency lists carefully and propose the following projects be awarded STBG and CMAQ funds:

STBG projects:

- Spokane – Sprague Ave, Division to Hamilton (\$440,000)
- Spokane County – Harvard Road (\$749,365)

CMAQ projects:

- Spokane County – Street Sweeper Replacements (\$331,170)
- Millwood – Argonne Road, Empire to Liberty Congestion Relief (\$205,092)
- Spokane – Centennial Trail Gap, Summit Blvd to TJ Meenach Bridge (\$150,000)
- Spokane Transit (STA) – Division Street High Performance Transit Corridor Improvements (bus purchases - \$1,200,000)

She described details of the STA Division Street project and further explained that the ability to obligate funds, or be "shovel ready", and obligate funds by August 1 is a prerequisite of projects in order to receive additional STBG or CMAQ funds.

The second strategy Ms. Ragaza-Bourassa discussed was the advancement of the following two projects programmed in 2019 so they can obligate funds this year:

- Airway Heights' Highway 2 Shared Use Path Gap Project (CN phase)
- Fairfield's First Street Sidewalk Upgrades – Carlton Ave to Spokane Ave (CN phase)

Ms. Ragaza-Bourassa read the requested action:

1. Approval of additional six STBG and CMAQ project selections as outlined in this memo. Any project selections must obligate regional funds prior to August 1, 2017 or risk losing the funds.

2. Approval to advance two projects programmed in 2019 of the 2017-2020 TIP as outlined in this memo.

**Mr. Stone made a motion to approve the item as presented and Mr. Pace seconded the motion. A vote was taken and it passed unanimously.**

## **7. Appointment of new Transportation Advisory Committee (TAC) Member**

Ms. Mansfield noted that TAC member Brandi Colyar resigned in February due to an employment change, therefore one of the three replacement members must be selected to take her place. She reminded the Board that they selected Pat Harper, Jim Carollo, and Rhonda Young as replacement members in December 2016. She referred to the TAC member matrix in the packet which listed information about members' interest areas, employment, residence location, etc.

**Mr. Peterson made a motion to select Pat Harper as the new TAC Member. Mr. French seconded the motion.**

**Mr. Pace made a motion to select Rhonda Young as the new TAC Member. Ms. Monteleone seconded the motion.**

Mr. Pace commented that Ms. Young's focus on traditional automobile use was needed to balance the non-motorized focus of other TAC members.

Mr. Schwartz suggested that the two nominations on the floor be voted upon in the order in which they were made, and the nominee receiving the majority votes will be the new member of the TAC.

Mr. French discussed Mr. Harper's previous employment history with the Spokane County Road Department and professional experience in the transportation field.

Mr. Pace pointed out that Ms. Colyar indicated her focus area was traditional automobile use and it did not appear that any other TAC member had that focus, therefore Ms. Young would be a more logical replacement as she had listed the same focus. He also stated that as the TAC is a citizen advisory committee, Ms. Young would be a more suitable candidate since she does not have professional experience in the transportation field.

Ms. Monteleone remarked that Ms. Young, as a working mother, could provide a young families/multi-generational perspective on transportation issues.

**Mr. Pace made a motion to defer agenda item 7 and to bring Mr. Pat Harper and Ms. Rhonda Young before the Board to introduce themselves prior to TAC membership selection.**

Ms. Meyer stated she had confidence that the TAC Selection subcommittee vetted the applicants sufficiently already and the three replacement members were chosen by Board action in December. She suggested the Board did not need to meet them in person.

Mr. Gribner noted he was on the last TAC Selection subcommittee and the process for member appointment did not include an in-person interview.

Mr. Wick stated that Mr. Harper and Mr. Carollo attended the January TAC meeting.

**A vote was taken on the motion to defer agenda item 7 and to bring Mr. Pat Harper and Ms. Rhonda Young before the Board to introduce themselves. The motion did not carry.**

**A vote was taken on the motion to select Pat Harper as the new TAC Member; there were seven votes in favor.**

**A vote was taken on the motion to select Rhonda Young as the new TAC Member; there were two votes in favor and one abstention.**

Chair Trulove stated that Mr. Harper will be the new TAC member.

### **7a. Commute Trip Reduction Update**

Ms. Yamamoto outlined the planned changes to the Commute Trip Reduction program which will be in lieu of the incentive program.

She described the upgrades to the MyCommute.org website and noted the MyCommute calendar would be available as a mobile app for smart phones and tablets. She said participants will be able to earn badges for commute milestones, such as reduced air pollution, calories burned and environmental impact reductions. Ms. Yamamoto reported on the expansion of the Guaranteed Ride Home program and noted that CTR would hold bike safety classes at interested CTR worksites. She explained the transit and vanpool subsidies available for first time participants and the Liberty Lake Shuttle Program. She noted CTR was researching obtaining sponsorships so that the incentive program could continue.

Chair Trulove called for questions, there were none, and he thanked Ms. Yamamoto.

### **7b. City of Spokane Comprehensive Plan Update – Transportation Chapter**

Mr. Meuler distributed a copy of the Link Spokane brochure being shared with the community as part of the comprehensive plan update. He outlined several of the updated plan features: a Pedestrian Master Plan, Bicycle Master Plan, and a Project Prioritization Matrix.

He explained that Link Spokane is a plan not only linking together different modes of transportation, but also coordinating transportation projects with utilities, water, and sewer. He also explained integrated infrastructure planning.

Mr. Meuler outlined street project funding over the past 10 years and the framework for long range capital facility planning and for the capital improvement program. He noted the areas of emphasis, the new vision statement, and goals for the transportation chapter of the comprehensive plan update.

He described the current Level of Service Policy, which is measured at intersections and based on auto delay, and stated that a bicycle and pedestrian level of service standard was being added.

Ms. Meyer remarked on the absence of mention of the Central City Line (CCL) in the informational brochure. Mr. French commented that there should be more details about transit in the plan update materials. Ms. Miller stated that the Link Spokane brochure was printed in early 2016 and at that time the CCL alignment had not been finalized; they didn't want to put information in the brochure which could end up being incorrect.

Chair Trulove asked if the plan included updates to freight routes and Mr. Meuler replied that it did; in the freight mobility section.

## **8. SRTC Board Comments**

Ms. Meyer announced that STA would hold an open house later today at Gonzaga University regarding stations along the Central City Line alignment.

Mr. Pace introduced a new City of Spokane Valley staff member, Ms. Gloria Mantz.

Mr. Gribner announced an agreement had been reached on the “Black Tank” clean up site and offered to discuss the topic individually with anyone who had questions about details. Ms. Kinnear asked if there was any information that could be emailed to Board members and Mr. Gribner said there was a talking points summary document he could share.

## **9. Adjournment**

There being no further business, the meeting adjourned at 2:02 pm.

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Julie Meyers-Lehman  
Recording Secretary