

MEETING MINUTES

Spokane Regional Transportation Council Transportation Technical Committee
September 25, 2017
421 W Riverside Ave Suite 504, Spokane, Washington

1. Call to Order

Mr. Ben Wick, Chair, called the meeting to order at 3:03 p.m.

2. Roll Call

Committee Members Present

- Ben Wick
- John Dietzman
- Greg Francis
- Pat Harper
- Paul Kropp
- Yolanda Lovato
- Robert Race Sr
- Jim Simon
- Greg Szabo
- Margaret Watson

Committee Members Not Present

- Kennett Bertelsen
- Hank Greer
- Rosemarie Schmidt

Guests

Rich Burnett

Staff

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

3. Public Comments

There were no public comments.

4. Approval of August 28, 2017 Meeting Minutes

Chair Wick noted that the minutes showed that Mr. Greer, Mr. Simon and Mr. Szabo were both absent and present for the meeting; the minutes should be amended to reflect that they were absent.

Mr. Dietzman made a motion to approve the August 28, 2017 minutes as amended. Mr. Race seconded the motion, which passed unanimously.

5. Horizon 2040 Update: Chapter Four

Mr. Stewart spoke about the Financial Forecast portion of the 2017 update to Horizon 2040. He reported that the Metropolitan Transportation Plan (MTP) is federally required to be fiscally constrained and he outlined the many sources used to develop the financial plan. He described the anticipated revenues of \$9.9 billion and presented a detailed breakdown of the revenue sources; he then reported that expenditures were estimated to be \$9.9 billion and showed a chart that illustrated the amount of money programmed into different categories and by jurisdiction. Mr. Stewart noted that the bulk of expenditures are in the operations and maintenance category.

He stated in summary that Horizon 2040 is fiscally constrained in both the short term (2018-2024) and long term (2025-2040) thereby satisfying the federal and state requirements. He then turned the floor over to Ms. Nelson.

Ms. Nelson spoke about the Horizon 2040 Project Evaluation Tool for Regionally Significant Projects, explained it was developed in order to provide a data driven process for assisting the Board in prioritizing projects, and described which type of projects it is used to evaluate. She outlined the tool development history and the definition of prioritization within the Horizon 2040 Evaluation Tool process. Ms. Nelson presented the results of the Evaluation Tool on the 30 projects submitted; she explained the five performance measure categories and weighting of each. She presented the project list by category which showed projects grouped into the areas where they performed best; noting that some projects scored high in multiple categories

Ms. Nelson outlined the next steps in the process, which is revisiting the Evaluation Tool with stakeholder groups, exploring the possibility of grouping smaller projects together, and looking at improving performance metrics.

Ms. Nelson then described the draft Horizon 2040 implementation strategies and made note of those strategies which are new or modified since the last MTP plan. She said the entire Horizon 2040 update will be brought before the TAC in October for review and in November with a request for recommendation of approval to the Board. She noted the document will be open for public comment from October 13 through November 12.

The group discussed scoring methodology, prioritization, performance measure categories, and project completion time bands.

Chair Wick thanked Mr. Stewart and Ms. Nelson for their presentations.

6. Public Participation Plan (PPP) Update

Ms. Lehman noted this item was for information and discussion; it would be brought before the TAC in October with a request for recommendation of approval to the Board. She discussed challenges to public outreach and explained how the PPP guides outreach efforts and promotes early/ongoing involvement by the public. She stated that the timing of this update was coordinated with the Horizon 2040 update and showed the many policies and regulations that guide the PPP.

Ms. Lehman described:

- new information included in the PPP update
- how outreach is reviewed and evaluated
- the different methods of information distribution
- ways in which the public is invited to participate
- a greater focus on outreach to Environmental Justice and traditionally underserved populations

She outlined the next steps in the PPP update process and asked the group to get comments or suggestions to her in the next few weeks.

7. Calendar Year (CY) 2018 TAC Work Program

Chair Wick asked the group if there were any suggestions or revisions, additions or modifications to the Work Program, which outlines agenda items for future meetings by month. Mr. Dietzman noted there were no items scheduled for December and asked if the meeting that month would potentially be canceled, and Chair Wick confirmed it was a possibility at this point.

Ms. Minshall stated she would like the TAC to adopt the document as a work plan recognizing that each month it could adjust as necessary. She said this work plan was designed to be a shared responsibility of the TAC and staff.

Mr. Francis made a motion to approve the CY 2018 TAC Work Program and Ms. Lovato seconded the motion. A vote was taken and the motion passed unanimously.

8. TAC Member Comments

Mr. Kropp talked about the recent Spokane City Council discussion on a possible increase of car tab fees.

Mr. Dietzman stated he would attend the Citizen's Transportation Advisory Board meeting on October 18. He said he will report back to the TAC about the topics covered at the meeting.

Chair Wick spoke about the position opening for Manager of the Spokane Regional Traffic Management Center, the upcoming SRTC Board Strategic Planning Workshop and the Good Roads Association road usage fee pilot program. He noted that the City of Spokane Valley will hold a grand opening of the new City Hall on October 14.

8. Staff Report

Ms. Lehman announced that SRTC staff will be at the Spokane Transit Authority public meeting on September 27 at the Plaza and at Fiesta Spokane on September 30 to talk to the public about Horizon 2040.

She also noted the public comment period for the 2018-2021 TIP is open until October 2 and the comment period for the 2017-2020 TIP October Amendment is open until October 1.

Adjournment

There being no further business, the meeting adjourned at 4:12 pm.

Julie Meyers-Lehman
Recording Secretary