

**MEETING MINUTES**

Spokane Regional Transportation Council Transportation Advisory Committee  
 November 23, 2017  
 421 W Riverside Ave Suite 504, Spokane, Washington

**1. Call to Order**

At 3:06 pm Mr. Ulrich announced that as both the Chair and Vice-Chair had not arrived yet, the committee should select a temporary Chair to facilitate the meeting until Mr. Wick arrived.

**Mr. Simon made a motion to select Mr. Kropp. Ms. Watson seconded the motion, which passed unanimously.**

Mr. Ulrich noted there was a request from staff to amend the agenda, moving item 10 Calendar Year Budget Update to be before item 5.

**Mr. Kropp asked if there were any objections; being none, he stated Item 10 would precede Item 5.**

**2. Roll Call**

**Committee Members Present**

- |                 |                     |                   |
|-----------------|---------------------|-------------------|
| • Ben Wick      | • Paul Kropp        | • Jim Simon       |
| • John Dietzman | • Yolanda Lovato    | • Greg Szabo      |
| • Pat Harper    | • Rosemarie Schmidt | • Margaret Watson |

**Committee Members Not Present**

- |                    |              |                  |                |
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| • Kennet Bertelsen | • Hank Greer | • Robert Race Sr | • Greg Francis |
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**Guests**

Guy Michaelsen	Berger Partnership
Heleen Dewey	Spokane Regional Health District
Juliet Sinisterra	Downtown Spokane Partnership

**Staff**

Sabrina Minshall	Executive Director	Staci Lehman	Communications Coordinator
Mike Ulrich	Senior Transportation Planner	Greg Griffin	Administrative Services Mgr.
Eve Nelson	Senior Transportation Planner	Julie Meyers-Lehman	Administrative Assistant

**3. Public Comments**

There were no public comments.

**4. Approval of October 23 2017 Meeting Minutes**

**Ms. Watson made a motion to approve the minutes as presented and Mr. Dietzman seconded. A vote was taken and the motion passed unanimously, with Mr. Harper abstaining.**

**10. Calendar Year 2018 Budget Update**

Mr. Griffin highlighted several changes from the 2017 budget and noted that the Board Administrative Committee had met twice to review the draft 2018 budget. He said the 2018 budget is \$388,000 higher than last year, primarily due to two proposed projects; a Travel Model Data Acquisition and an I90/US 195 Connections study. He described the proposed funding sources for the two projects. Mr. Griffin noted that

additional expense increases in the budget include a 2% wage adjustment, an increase for medical insurance costs, and costs associated with Board education/training.

Mr. Kropp asked for status on the two projects and what role the TAC would have in their scoping. Ms. Minshall replied that Travel Model Data Acquisition is a purchase of data and there would be no need for participation by the TAC; however, the I90/US 195 Connection Study will have many opportunities for public involvement and WSDOT would hopefully be presenting information before the TAC in the spring. Mr. Kropp stated that the I90/US 195 Connection Study is the most important thing that SRTC will be involved with in the near future and participation by the TAC is vital. The group discussed the upcoming study.

Chair Ben Wick arrived at 3:16 pm.

## **5. Horizon 2040 Plan Recommendation**

Ms. Nelson noted that Horizon 2040 update is designed to plan for the future, required to remain compliance with both federal and state regulations, and provides a structure for decision making. She provided a review of the plan's highlights:

- Policy development and update to the Guiding Principles
- Safety Performance Targets
- Strategies to link performance to decision making
- Projected revenues and expenditures
- Plan focus areas and Implementation strategies

She said that the public comments received about the plan were included in the packet and she showed several examples. Ms. Nelson stated that an update to the SRTC Public Participation Plan is also embedded in the Horizon 2040 update. She called for questions or additional discussion and there were none.

**Mr. Dietzman made a motion to recommend SRTC Board approval of Horizon 2040. Mr. Kropp seconded the motion. A vote was taken and the motion passed unanimously.**

## **6. Spokane Cultural Trail**

Ms. Sinisterra stated the Spokane Cultural Trail is a concept study or an urban cultural trail designed to get people to experience downtown Spokane; the trail would run along Riverside Avenue from Browne's Addition to the west to the University District pedestrian bridge to the east.

Ms. Dewey spoke about the project from a public health perspective, noting that SRHD had received a "Prevention First" grant from the Health Department to promote walking. She said the trail would not only be an economic development opportunity, but also would provide health and safety benefits.

Mr. Michaelsen distributed copies of the report and noted this was an early planning effort. He showed a map of the prospective trail and noted Riverside was selected because of great existing culture and interesting architecture. He described the series of "character zones" along the route and highlighted points of interest. He discussed "bread crumbs" or "icons" that mark the street making it easy to identify as the cultural trail corridor.

## **7. SRTC 101 Content Recommendation**

Mr. Ulrich reported that SRTC plans to host a series of educational opportunity workshops in 2018, beginning with a "SRTC 101" in January; he pointed out that the audience for these workshops will be the Board, TAC, TTC, staff from member jurisdictions. He said staff is seeking input on potential topics; the group made the following recommendations:

- Growth Management
- Explanation of Acronyms
- Congestion Management Corridors
- Project Selection Process
- Travel Demand Model
- Horizon 2040 Metropolitan Transportation Plan

## **8. New TAC Member Selection Update**

Mr. Ulrich announced that the Board had chosen to select a subcommittee of members to review the TAC applications and make a recommendation to the full Board at the December 14, 2017 meeting. Chair Wick is participating on the subcommittee; he asked if there were any specifics this group would like him to bring before the subcommittee. Mr. Kropp said there should be a focus on getting younger members.

Mr. Ulrich asked each member to select their three major areas of concern in regional transportation onto the matrix written on the white board and said this information will be forwarded to the subcommittee to assist them the member selection process.

## **9. SRTC Board Strategic Planning Update**

Ms. Minshall reported that the Board and staff recently participated in a series of strategic planning workshops facilitated by a consultant. She noted that the Strategic Plan is organized around four priority areas:

- Organizational Development
- Core Requirements: Data Collection/Analysis
- Growth Evaluation/Prioritization and Programming
- Regional Collaboration and Leadership

Ms. Minshall described the purpose of each priority area and remarked that each priority is supported by defined strategies. She said the Strategic Plan primarily focuses on the next three years, investments in Board development are included in the 2018 budget, and the Board will be requested to formally adopt the plan at their December meeting.

She called for questions or further discussion. Mr. Kropp noted that the information contained in the Strategic Planning memo will be a good way to measure how well SRTC is doing and suggested that people keep a copy of it.

## **10. TAC Member Comments**

Mr. Kropp reminded the group to get to know each other and that in the future implementing a uniform paving rating system will be vital, as the ability to meet the federal standards will be impossible without one.

Chair Wick presented Certificates of Appreciation to Mr. Kropp and Ms. Schmidt in thanks for their service to the TAC as their terms are ending. Mr. Ulrich presented a Certificate to Chair Wick.

## **11. Staff Report**

Mr. Ulrich stated that staff is continuing to work with the Board regarding the project selection process.

### **Adjournment**

There being no further business, the meeting adjourned at 4:38 pm.

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Julie Meyers-Lehman  
Recording Secretary