

## MEETING MINUTES

Spokane Regional Transportation Council Transportation Technical Committee  
March 28, 2018  
421 W Riverside Ave Suite 504, Spokane, Washington

### 1. Call to Order

As the Chair and Vice-Chair were not present; Mr. Brandon Blankenagel called the meeting to order at 1:32 p.m.

**Mr. Larson made a motion to delegate Mr. Blankenagel as Chair for this meeting. Mr. Otterstrom seconded the motion, which passed unanimously.**

### 2. Roll Call

#### Committee Members Present

Todd Ableman	City of Cheney	Brandi Colyar	Spokane County
Roger Krieger	City of Deer Park	Lisa Corcoran	Spokane International Airport
Andrew Staples	City of Liberty Lake	April Westby	Spokane Regional Clean Air
Louis Meuler	City of Spokane	Heleen Dewey	Spokane Regional Health Dist
Inga Note	City of Spokane	Gordon Howell	Spokane Transit Authority
Brandon Blankenagel	City of Spokane	Karl Otterstrom	Spokane Transit Authority
Gloria Mantz	City of Spokane Valley	Larry Larson	WSDOT-Eastern Region
Mike Basinger	City of Spokane Valley	Darrel McCallum	WSDOT-Eastern Region

#### Committee Alternates Present

Mark Bergam	City of Airway Heights	Barry Greene	Spokane County
Keith Martin	WSDOT-Eastern Region		

#### Guests

Mike Tressider	Spokane Transit Authority
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#### Staff

Anna Ragaza-Bourassa	Senior Transportation Planner	Jason Lien	Senior Transportation Planner
Eve Nelson	Senior Transportation Planner	Julie Meyers-Lehman	Administrative Assistant
Greg Griffin	Admin. Services Manager		

### 3. Approval of Prior Meeting Minutes

**Mr. Krieger made a motion to approve the February 28, 2018 minutes and Ms. Mantz seconded the motion.**

Mr. Otterstrom noted that on page 3 the word “will” was missing from the sentence “additionally, the TTC be asked to assist in grouping and packaging the applications for presentation to the Board”.

Mr. Otterstrom remarked that he was not at the February 28 meeting and asked for an explanation of why the TTC had not been asked to make a recommendation on the 2018 Call for Projects funding allocation process. He noted from the minutes that the item was presented to the TTC as an update only, rather than as an action item to make a recommendation to the Board; historically a request for recommendation from the TTC was part of the Call for Projects process. Ms. Ragaza-Bourassa replied that she does not have an answer right now other than that was the direction given to staff.

Mr. Otterstrom stated he attended the last Board meeting and the TTC's discussion from the February meeting and their concerns about the lack of pre-set funding targets was not brought up. He said this committee's purpose is to provide input on the programming of projects and plan development to the Board and the two means of doing that are by actions and by the TTC Chair representing the perspectives of the committee to the Board. He said the TTC Chair was not asked to provide the TTC's comments when the Board discussed the item and did not address them voluntarily. He said the February minutes provide adequate information about the discussion and concerns, but it's too late for purposes of sharing that input with the Board.

Mr. Blankenagel noted that unless TTC members had directly related information to Board members, they did not have an opportunity to see or hear about the TTC's in-depth discussion before taking action on the topic on March 8.

Mr. Otterstrom said the Board always has discretion to do as they choose with TTC comments, but in this case they were not given the opportunity to receive the input. Mr. Otterstrom noted, as an observation and concern, there is not a mechanism in place to ensure that TTC comments, advice, concerns, or discussions on informational/non-action agenda items reach the Board. He said TTC members should be cognizant of their role of providing input to the Board primarily through recommendations; otherwise it should not be assumed that input will reach the Board.

**A vote was taken to approve the minutes as amended and the motion passed unanimously.**

#### **4. Public Comments**

There were no public comments.

#### **5. Technical Member Comments**

Ms. Colyar said the County is working on the Bigelow Gulch/Forker Rd Intersection and also hopefully going out to ad on the 5A project, which is the section that realigns Forker road behind the church.

Mr. Otterstrom said STA kicked off the first part of the planning design for the Monroe High Performance transit line and they have closed on property at 57<sup>th</sup> Ave and Palouse Highway for the Park & Ride. He stated that he would like to do a presentation on this topic at the next TTC meeting. He said ground breaking for the new Boone Northwest Garage recently took place, Central City Line (CCL) work continues, and spoke about CCL funding. Division Street bus stop improvements are out to bid, in partnership with the City of Spokane and WSDOT. Mr. Otterstrom asked how the SRTC Monthly Messaging campaign was going.

Ms. Dewey reported that SRHD just wrapped up the 2018 community health assessment and she spoke about the priorities identified. She noted the next step to develop a Community Health Improvement Plan, which is updated every five years.

Mr. Martin talked about a STIP Training session on May 8. He discussed project phase end dates and said the Federal Highway Administration is considering adding a year to the PE phase.

Mr. Howell reported that eight project applications from six applicants have been received for the Section 5310 Call for Projects. He said applications are currently being evaluated with the assistance of Mr. Lien.

Mr. Basinger announced that the Barker Road Grade Separation project is now completely funded as Spokane Valley received \$9 million in TIGER grant funding. He said the City Council approved the design for an overpass and a roundabout.

Mr. Bergam said the second phase of the Garfield/Russell Road project is out right now. He said bids will be opened on April 12 for the ADA ramp project, noted the Kalispel Tribe is rebuilding the main entrance to their

facility and the Spokane Tribe is meeting with WSDOT for discussions about a roundabout on Craig Road/Hwy 2.

Mr. Krieger announced that WSDOT is out to bid for two roundabouts on Highway 395, so travel along 395 in the Deer Park area this summer could have delays.

Mr. Meuler gave an update of the WSDOT NSC Charrette process. He said they hope to have City of Spokane Valley participate at the next event, which is on April 7 and will cover the entire Children of the Sun trail corridor. He noted there have been discussions about forming a steering committee which will distill all the ideas that have been obtained through the charrettes so far.

Ms. Corcoran thanked SRTC for hosting the recent State Legislative Session Debrief event.

Mr. Larson announced that WSDOT is getting ready to pave on Division and on Trent.

Ms. Mantz spoke about the City of Spokane Valley going forward with the ITS infill project as they were able to secure \$100,000 in funding from WSDOT.

Mr. Blankenagel said construction is well underway and there has been extensive public outreach ahead of the Monroe Street project. He said 181 people completed the survey for the Riverside Avenue project and more outreach is to come. He said the City has initiated outreach on the Sprague Avenue Phase II project and is contracting for the Bike Share design.

## **6. 2018-2021 Transportation Improvement Program (TIP) April Amendment**

Ms. Ragaza-Bourassa said this amendment entails changes to four existing projects and provided an overview of each. She called for questions and Mr. Otterstrom asked for clarification on the budget and estimated total project cost for Appleway Trail projects, asking if both Appleway projects were currently in the STIP and if the total project cost actually increased with this funding transfer. Ms. Ragaza-Bourassa replied yes, that both projects are currently in the STIP, but referred to Spokane Valley staff to provide clarification on the changes to the total estimated project cost and budget

Mr. Bassinger then added some additional detail about the budget, stating that the total project cost for the Evergreen to Sullivan segment is \$2.3 million. He discussed the secured funding of \$1.645 million and the \$698,000 gap in funding. Mr. Bassinger said since the park and library across the street from City Hall is not built yet, it made more sense at this time to transfer the \$750,000 funds from the University/Balfour segment and finish the Evergreen/Sullivan segment so the Appleway Trail will run uninterrupted from University Road to Liberty Lake by 2019/2020.

Mr. Otterstrom concurred, but noted for transparency purposes the record should reflect that the requested funds transferred between University/Balfour and Evergreen/Sullivan actually increases the total project budget by \$60,000 and Mr. Bassinger agreed. Mr. Bassinger and Ms. Mantz further reassured the group that any leftover funds would go back to the pot for redistribution.

**Mr. Otterstrom made a motion to approve the 2018-2010 TIP April Amendment, with a notation acknowledging a budget increase for the Appleway Trail. Mr. Martin seconded the motion, which passed unanimously.**

## **7a. 2019 Unified Planning Work Program (UPWP)**

Mr. Griffin reported that the latest guidance from WSDOT had no significant changes from last year and the first draft of the UPWP document has been sent to WSDOT. He said the document will be emailed to TTC members by the second Friday in April for comments; May 3 is the deadline to submit comments. Mr. Griffin requested that members focus specifically on Task 7 for TTC comments as it includes additional tasks. He said the final draft of the UPWP will be brought before the TTC for action in May.

## **7b. Human Services Transportation Plan**

Mr. Lien defined the Coordinated Public Transit-Human Services Transportation Plan, which focuses on transportation needs beyond the conventional transit system for the elderly, disabled, low income or rural populations. He noted this is an update to the existing plan and outlined the federal requirements, the plan objectives and plan partners (Kaltran, Spokane Transit, SMS, Spokane Tribe, etc.) Mr. Lien described the strategies for partner coordination, presented the project timeline, spoke about upcoming meetings and noted the plan should be finalized and adopted by the Board in November 2018.

The group discussed Consolidated Grant criteria and project prioritization. Mr. Otterstrom thanked Mr. Lien for his efforts.

## **7c. Bicycle and Pedestrian Count Program**

Mr. Lien stated the TTC last received information about this program in January 2016 and the committee indicated their support. He said staff is requesting opinions from the TTC on initiating the program, remarking that SRTC will apply for STBG funding from the current Call for Projects.

He provided 2016 and 2017 data from the four existing permanent bike/ped counters and described the different mix of methods and technologies that can be utilized for future counters. Mr. Lien explained the types of data which can be gathered using the counters and what the data can be used for. He showed an example of counter data obtained by a regional planning commission in Philadelphia. He stated the point is to develop a program administered by SRTC that can provide useful information to TTC members.

The group discussed the various types of bike/ped counters and the best uses of data and considered if data would be used to identify trends or just for trail/bike lane use. Mr. Otterstrom and Ms. Note stressed the importance of factoring in the cost of labor to install and maintain the counters and other construction costs. Mr. Larson spoke about Strava Metro, which is a smart phone app that has the ability to function much like a bike/ped counter, and noted Strava Metro has partnered with 150 cities so far to provide data.

Mr. Lien stated that it appears to be the group's consensus that he should look at big data sources and re-evaluate estimated costs. He asked the group if developing a bike/ped count program would be useful for member agencies. Mr. Meuler said a system that can provide data at problem locations/intersection or information that could be used as part of a safety analysis would be helpful. He also stated that he prefers the idea of short-term counts instead of permanent counters.

## **7d. WSDOT & SRTC Performance Measures Target Setting Update**

Ms. Nelson reported that the as part of federal performance management requirements, the State must set targets by May 20 for Bridge Condition, Pavement Condition, System Performance & Freight and Congestion Mitigation & Air Quality Improvement. She said the State just announced this morning the targets for several areas and in other areas the target is still unknown at this point. Ms. Nelson reported that SRTC has a responsibility to make a decision within six months to either set their own targets or accept the WSDOT targets and this topic will be discussed with the TTC and the Board. She noted the target for Safety was set previously in conjunction with the update to Horizon 2040 and the Target Zero trend line was utilized. She spoke about the way in which the federal regulators define the term "target". She stated that SRTC staff and other agencies' staff are working with the state to assist in this process.

Ms. Nelson asked for volunteers for a Target Setting Working Group to advise the Board on how the region should proceed with either accepting the WSDOT targets or generating our own. Mr. Tressider, Mr. Greene and Mr. Larson said they would participate. City of Spokane Valley and City of Spokane representatives said they would find someone from their agencies to participate.

The group discussed performance measures and how they are used in the 2018 SRTC Call for Projects.

#### **8. TIP Working Group Update**

Ms. Ragaza-Bourassa reported that net obligations are in the positive; \$349,000, or 4%, of the target has been obligated and we expect many more projects to obligate in the new few months. She encouraged agencies to submit their obligation paperwork as soon as possible.

#### **9. Agency Update**

Ms. Ragaza-Bourassa asked members to please copy SRTC on FMSIB submissions. She announced a handout was available with details about the STIP training in May and said the SRTC 2017 Project Obligation Report was posted to the website earlier today. She reported on the SRTC Monthly Messaging program, noting this month and last month's topics and locations in which posters were placed.

#### **10. Future Agenda Items**

Ms. Dewey noted that the Transportation Improvement Board will be coming out with a next round of Complete Street funds this summer and Chris Workman from TIB does a good Complete Street policy/funding presentation and that might be helpful for jurisdictions without a Complete Streets policy to hear.

Mr. Meuler asked if the group would be interested receiving a high-level overview of the role of the TTC and learning more about the role of the TTC and how it impacts and informs the Board. He said part of the dialogue should include on what issues should the group be approving, reviewing and making recommendations and what the Board expects from the TTC. Mr. Larson and Mr. McCallum agreed.

#### **11. Adjournment**

There being no further business, the meeting adjourned at 3:06 pm.

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Julie Meyers-Lehman  
Recording Secretary