

## MEETING MINUTES

Spokane Regional Transportation Council Transportation Advisory Committee  
April 23, 2018  
421 W Riverside Ave Suite 504, Spokane, Washington

### 1. Call to Order

Chair Kennet Bertelsen brought the meeting to order at 3:00 pm.

### 2. Roll Call

#### Committee Members Present

- Kennet Bertelsen
- John Dietzman
- Rosemarie Schmidt
- Tom Trulove
- Greg Francis
- Donald Moore
- Jim Simon
- Margaret Watson
- Fred Beaulac
- Robert Race Sr
- Greg Szabo

#### Committee Members Not Present

- Yolanda Lovato

#### Guests

Paul Kropp

#### Staff

|                     |                               |                      |                               |
|---------------------|-------------------------------|----------------------|-------------------------------|
| Sabrina Minshall    | Executive Director            | Anna Ragaza-Bourassa | Senior Transportation Planner |
| Eve Nelson          | Senior Transportation Planner | Greg Griffin         | Administrative Services Mgr.  |
| Julie Meyers-Lehman | Administrative Assistant      |                      |                               |

### 3. Public Comments

There were no public comments.

### 4. TAC Chair Report on SRTC Board of Directors Meeting

Chair Bertelsen provided a summary of the April 12 Board meeting.

### 5. Approval of March 26, 2018 Meeting Minutes

**Mr. Francis made a motion to approve the minutes as presented and Mr. Dietzman seconded. A vote was taken and the motion passed unanimously.**

### 6. Recommendation to Adopt TAC Mission Statement

Chair Bertelsen read the draft mission statement: *“The Transportation Advisory Committee (TAC) serves as an essential public participation forum for transportation planning products, plans, and policies for the Spokane Regional Transportation Council (SRTC). It serves as liaison between SRTC Staff and the residents of Spokane County regarding transportation issues. Its members are vigilant to represent the citizens of their area, both geographically and ideologically. They bring varied input to the TAC’s planning functions by calling on a wide range of citizens’ talents, civic interests and disciplines (both professional and lay). The committee serves to make recommendations to the SRTC Board regarding SRTC plans, planning products, or policies throughout the planning process.”*

**Mr. Dietzman made a motion to recommend Board approval of the TAC Mission Statement; Mr. Race seconded.**

Chair Bertelsen then opened the item for discussion. The group debated the meaning of several key words, deleted some words, added other phrases, and edited the statement to arrive at: *“The Transportation Advisory Committee (TAC) serves as an essential public participation forum for transportation planning products, plans and policies for the Spokane Regional Transportation Council (SRTC). It is a liaison between SRTC Staff and the diverse population of Spokane County regarding transportation issues. Its members represent a wide range of talents, civic interests and disciplines (both professional and lay). The committee makes recommendations to the SRTC Board.”*

**A vote was taken to recommend Board approval of the TAC Mission Statement as amended. The motion passed unanimously.**

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

Mr. Griffin stated the UPWP is SRTC’s workplan for the upcoming State Fiscal Year; it is a planning, budget and source of operations funds document. He said a link to the draft version had been emailed to all TAC members about ten days ago and the deadline for submitting comments is May 1 and stated the UPWP will be presented to the SRTC Board for approval in June. Mr. Francis asked if they were supposed to focus only on Task 7 Planning & Consultation Studies. Mr. Griffin replied not necessarily; it would be helpful for members to review the entire document but perhaps to pay special attention to Task 7 because that section is different from last year. He said the rest tasks are very similar to last year’s because WSDOT guidance had few changes.

#### **7b. SRTC Education Series Public Outreach**

Ms. Minshall announced the following upcoming education events:

- May 23 – Joint TAC/TTC workshop on walkability. The workshop will go from 11:45 to 5:00 and the schedule is lunch, a brief TTC business session followed by a consultant led workshop and walking tour. She asked the group to please RSVP to Staci Lehman if they plan to attend.
- June 6 & 7– Discussion panel on roundabouts. An evening session on June 6 will be open to the public and therefore the dialogue will be less technical. On the morning of June 7 the session will be more technical in nature as the target audience is staff from local agencies and jurisdictions. It will be held at CenterPlace in Spokane Valley.
- July 10 – presentation by former Oklahoma City Mayor Mick Cornett who will talk about the interactions between transportation, land use and community building. There will be two sessions: one open to the public and another more technical session.
- September 13 – Joe Minicozzi, a real estate developer consultant from North Carolina is coming to speak about how development. He will be speaking about how the type of developments in which communities invest relates to tax revenues and transportation. There will be two separate sessions for this speaker as well.

Ms. Minshall said the public sessions will be held at large venues, encouraged the group to invite other people, and to let SRTC staff know if they need printed or other types of materials about the events to distribute to their other organizations; they will be happy to provide them.

Ms. Minshall provided status on the SRTC Monthly Messaging program. She stated the topic for next month is bicycle safety and listed many of the locations where the posters will be displayed.

#### **7c. Call for Projects – Guiding Principles Background and Integration into Selection Criteria**

Ms. Nelson provided a history and purpose of the SRTC Guiding Principles (GP), which are the foundation of Horizon 2040 (the long range metropolitan transportation plan) which was adopted in 2013 and noted the original seven GP were created by the TAC and TTC in 2012. She said when Horizon 2040 was being updated in 2017, the TAC revamped the guiding principles, adding a new year-round transportation system policy, improved

language, eliminated redundancies and changed the number of GP to six. Ms. Nelson said in 2017 the TAC also reviewed all policies and noted in which plans/programs/strategies the policies are being implemented.

Ms. Ragaza-Bourassa said she will address one of the ways in which the guiding principles are used; for project selection in the call for projects process. She said in the current call for projects application, each guiding principle has a section of questions applicants must answer. She noted at the June TAC meeting the group will be asked to recommend weighting the guiding principles to help develop the TAC recommendation to the Board.

She addressed each guiding principle and elaborated on the types of questions in the call for projects application that pertain to each one.

Ms. Ragaza-Bourassa said copies of the call for projects application were available to anyone who would like a copy. She noted that in the application each GP section is weighted equally with 50 points each. In the past, calls for different project types were done in separate years; for example, one year would be Congestion Management Air Quality (CMAQ) and therefore the GP that impacted air quality were weighted a higher than the others; she said the priority for projects came from the intent of the funding. She provided a history of funding percentages and noted this time SRTC is accepting project applications for all three funding sources, making so it's difficult to weight one GP over another. She said since the TAC helped to create the GP, staff felt it made sense for the TAC to provide input on how they should be weighted.

Group discussed the point values for application questions. Ms. Minshall pointed out all staff involved in developing the application were trying to make this process as quantitative as possible, although there are some questions where a qualitative narrative is necessary.

Ms. Ragaza-Bourassa stated the TAC will make a recommendation to the Board on a list of projects to fund and staff felt TAC should decide if weighting GP equally is important or if some should be more important. She said staff can bring a weighted version of the list of projects to the TAC to help inform the group's recommendation.

## **8. TAC Member Comments/Roundtable**

Mr. Dietzman spoke about an upcoming Planning Commission discussion regarding downtown building height restrictions.

Mr. Simon announced the Washington Bike Summit is being held in Spokane this year on April 29-30.

Mr. Beulac said the Washington Trucking Association meeting will be held on May 19-20.

Mr. Trulove stated the Freight Mobility Strategic Investment Board received 18 applications in their recent call for projects and seven are from this region. He said the process will be very competitive and they hope to have decisions made by June 1.

Ms. Schmidt said the Master Gardeners are holding a plant sale at the County Extension office on April 28.

Chair Bertelsen noted that road construction is ramping up in the area and SRTC has many resources available on their website to find out where projects are happening and how to find alternate routes.

## **9. Staff Report**

Ms. Minshall said the City of Spokane Valley's Barker Rd/BNSF Grade Separation project is fully funded. She announced that another round of federal TIGER (Transportation Investment Generating Economic Recovery) funding has just become available but the program recently changed its name to BUILD (Better Utilizing Investments to Leverage Development)

## **10. Adjournment**

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

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Julie Meyers-Lehman  
Recording Secretary