<u>**MEETING MINUTES**</u>

Spokane Regional Transportation Council Transportation Technical Committee
August 22, 2018
421 W Riverside Ave Suite 504, Spokane, Washington

1. Call to Order

Mr. Mike Tedesco, Chair, called the meeting to order at 1:30 p.m.

2. Roll Call

Committee Members Present

Mike Tedesco	Spokane Tribe of Indians	Lisa Corcoran	Spokane International Airport
Sean Messner	Spokane County	April Westby	Spokane Regional Clean Air
Mark Bergam	City of Airway Heights	Heleen Dewey	Spokane Regional Health Dist
Todd Ableman	City of Cheney	Gordon Howell	Spokane Transit Authority
Louis Meuler	City of Spokane	Karl Otterstrom	Spokane Transit Authority
Inga Note	City of Spokane	Darrel McCallum	WSDOT-Eastern Region
Brandon Blankenagel	City of Spokane	Larry Larson	WSDOT-Eastern Region
Gloria Mantz	City of Spokane Valley		

Committee Alternates Present

Scott Engelhard	Spokane County	Adam Jackson	City of Spokane Valley
Barry Greene	Spokane County	Keith Martin	WSDOT-Eastern Region

Guests

Chris Mansfield	T-O Engineers	Mike Lopez	Spokane Fire Dept
Cameryn Flynn	Spokane Neighborhood Action Partners		

Staff

Anna Ragaza-Bourassa	Senior Transportation Planner	Mike Ulrich	Senior Transportation Planner
Eve Nelson	Senior Transportation Planner	Julie Meyers-Lehman	Administrative Assistant
Staci Lehman	Communications Coordinator		

3. Approval of July 25, 2018 Minutes

Mr. Blankenagel made a motion to approve the July 25, 2018 minutes as presented. Mr. Otterstrom seconded the motion, which passed unanimously.

4. Public Comments

There were no public comments.

5. Technical Member Comments

Mr. Bergam spoke about completion of complete streets/ADA projects in Airway Heights.

Mr. Larson said WSDOT has finished the major portion of placemaking for the Children of the Sun trail alignment and further information can be found on the website www.nscplace.com.

Mr. Otterstrom announced the ribbon cutting ceremony for the West Plains Transit Center will be September 18. He said STA is seeking public comment on bus stops and station locations for the Monroe Regal Line, which is scheduled to begin service next year. The survey can be accessed from the STA website. He said STA sent out over 10,000 postcards to residents living within a quarter mile of the route and a public open house will be later this fall.

Chair Tedesco reported that the Spokane Tribe is in process of adopting a new long-range transportation plan. He noted that part of the plan will incorporate roadways on the West Plains into the BIA (Bureau of Indians Affairs) Roadway Inventory, which can open up additional funding opportunities. He spoke about the roundabout on Highway 2; he noted that a Spokane Tribal member artist has been commissioned to create a piece of artwork for the center of the roundabout; landscaping on the roundabout will be planted after the artwork is installed.

Mr. Ableman said preservation work in Cheney was done end of July.

Mr. Martin congratulated SRTC members for reaching the obligation authority target.

Ms. Westby noted the region is in its tenth day of air quality exceedance for PM2.5 due to wildfires. She said they are working with Dept. of Ecology to get those days excused under the natural events policy.

6. 2018-2021 TIP September Amendment

Ms. Ragaza-Bourassa described the three projects contained in the amendment:
- SRTC – US 195/I-90 Study
- SRTC – Division Street Corridor Study
- STA – Fixed Route Bus Replacement

Ms. Corcoran made a motion to recommend approval of the 2018-2021 TIP September Amendment; Mr. Martin seconded. The motion carried unanimously.

7a. 2019-2022 TIP: Overview

Ms. Ragaza-Bourassa highlighted the TIP development schedule and stated that all agencies' project information has been received. She announced that a public meeting will be held in September to review the draft document and it will be presented to the TTC at the September 19 meeting. There were no questions or comments.

7b. 2019-2022 TIP: New Project Programming

Ms. Ragaza-Bourassa brought attention to the Board approved prioritized list of projects and the programming funding eligibility spreadsheets at each place. She said staff is requesting TTC input today on the following questions:
- Does is make sense to partially fund projects?
- Pros/Cons to partially funding projects?
- Have any projects secured, or are actively seeking, additional funding sources?

The group discussed at length; some questions and comments included:
- If a project receives partial funding in this call, does that mean priority funding in the next call?
- Does a willingness to accept partial funding allow for a change or reduction in project scope? And how might that affect scoring?
- How would the partial funding decisions be made?
- Would partial funding be awarded to a project that prefers full funding?
- Concerns about partial funding and the "ten-year clock" that starts ticking after acceptance of federal funds.
- Partially funding many projects, versus fully funding fewer, can be risky in terms of not getting any full projects off the ground.

- A partial funding approach should be done very cautiously because of implications with project delivery.
- If a project receives partial funding and then applies for additional funding during the next call, it's possible that future call parameters may change, decreasing the chance of a fully funded project.
- A suggestion for researching additional funding sources.
- The public wants to see real things get done so having fully funded projects that can be delivered is a better option.

Mr. Ulrich described how the TTC and TAC project priority lists were synthesized and which projects the TAC recommended to be moved up in priority.

The group continued discussion; some comments included
- Details about Highway Improvement Program (HIP) funding requirements.
- The programming spreadsheet is helpful for strategic planning, however it is not very clear. Projects listed in multiple places makes it appear there are more than 49 projects and eligibility in more than one categories is hard to follow. Several members suggested revisions to the spreadsheet.
- Timing of when the draft programming list to the TTC and the Board.
- The Board has only seen the priority list; they should be provided this programming list as well. Then as the TTC has an opportunity to make adjustments to the list, the Board can start programming discussions from there.
- Unease at giving a blanket TTC statement regarding partial funding. It would be most appropriate on a project specific basis and suggested staff meet with agencies one-on-one for in-depth discussions.
- There is not enough time or information before the committee today to provide guidance on the issue of partial funding.
- Suggestion that a more in-depth discussion about funding should be done in a smaller group setting, such as one representative from each agency and SRTC staff, before the next TTC meeting.
- Agencies will not voluntarily agree to receive partial funding if they do not already have additional funding lined up.
- A draft program of projects should not be presented to the Board before it has been reviewed by the TTC
- Members need adequate time to take the programming eligibility back to their agency to discuss strategies to make this work for the region.
- Partial funding doesn't always work very well; a lot of pressure comes from having underfunded projects
- The amounts requested on the original applications were accurate representations of the amount needed for the project.
- Discussion about the project contingency list.

Ms. Ragaza-Bourassa said detailed project programming by the TTC was not expected; programming information will be brought back to the TTC by staff at the next meeting. The input sought from this discussion was in regards to partial funding and additional funding sources.

Ms. Ragaza-Bourassa asked if **(1)** *Reformatting the programming spreadsheet for clarity* **(2)** *Seeking approval for the TIP Working Group (or another small group) to convene for further more in-depth partial funding and or additional funding source discussions and those conversations brought to the next TTC meeting and* **(3)** *Determination (and notification to the TTC) of what programming information will be presented to the Board* is what the committee desired as a result of this discussion; the group agreed.

7c.   Performance Measures Update

Ms. Nelson described the purpose of performance management, the target setting framework team, and the performance management cycle. She reported that the Board already adopted Safety and Transit Asset Management targets, but for the remaining target areas (Pavement & Bridge Condition, Congestion Measures & Air Quality Measures) SRTC has the choice to set quantitative regional targets or support the WSDOT statewide targets.

She named the five TTC members that make up the Target Setting Working Group and said they have met twice for in-depth evaluation of which option would be best. Ms. Nelson said the working group advised that the TTC recommend support of the WSDOT targets and she outlined their reasons. Ms. Nelson provided information about bridge performance targets and the locations of regional NHS bridges classified as in poor condition. She also described pavement performance targets and showed a map of regional NHS roadways in poor condition. Ms. Nelson spoke about travel time reliability indexes for trucks/freight and person-miles and presented details about statewide emission reduction targets.

Mr. Larson provided additional details about why the working group decided to recommend accepting WSDOT targets. The TTC discussed making a recommendation to the Board next month to support the state targets, unless through Board feedback, additional issues should be considered and discussed.

7d.   Title VI Plan Update and Comments Received

Ms. Lehman outlined Title VI, explained the SRTC Title VI plan was being updated and the 30-day public comment period ended August 8. She said only one public comment had been received, which was the Spokane Tribe noting that on page 3 of the document it reads "Member agencies and Tribes include" rather than "Member agencies and *Participating* Tribes", which is how the phrase reads in the SRTC Unified Planning Work Program. Ms. Lehman explained that the omission of the word "participating" was unintentional and has been corrected. She noted the final document will be forwarded to WSDOT. There were no questions or comments.

7e.   2019 Education Series Topics

Ms. Lehman recapped the Education Series events held so far this year and described two upcoming events. She called for input on topics or speakers for next year. Mr. Otterstrom noted that state legislative session recaps are done very well by Greater Spokane Incorporated and he provided names of several potential guest speakers.

7f.   Ride to Care & Other Transportation Programs

Ms. Flynn from Spokane Neighborhood Action Programs (SNAP) outlined the transportation programs used to serve the community. She provided details about the Ride to Care program which has been in place for 19 months in the City of Spokane and City of Spokane Valley and has saved approximately $77,000 in transportation costs. She said SNAP hopes to expand the program to all of Spokane County by the end of 2019.

8.   TIP Working Group Update

Ms. Ragaza-Bourassa reported that the region exceeded the federal obligation target by 21%.

9.   Agency Update

Ms. Ragaza-Bourassa reported that Paul Parker from the Washington State Transportation Commission will make a presentation about the Washington Transportation Plan update at the September 13 SRTC Board meeting. She pointed out that the next TTC meeting will be one week early next month; it will be held on Wednesday September 19 at 1:30.

10.   Future Agenda Items

Mr. Meuler suggested a presentation on the NSC Placemaking process.

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

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Julie Meyers-Lehman
Recording Secretary