

## MEETING MINUTES

Spokane Regional Transportation Council Transportation Technical Committee  
January 23, 2019  
421 W Riverside Ave Suite 504, Spokane, Washington

1. **Call to Order** - Mr. Sean Messner, Chair, called the meeting to order at 1:31 p.m.

2. **Roll Call**

**Committee Members Present**

Sean Messner	Spokane County	Adam Jackson	City of Spokane Valley
Mark Bergam	City of Airway Heights	Brandi Colyar	Spokane County
Todd Ableman	City of Cheney	April Westby	Spokane Regional Clean Air
Scott Bernhard	City of Liberty Lake	Heleen Dewey	Spokane Regional Health Dist
Inga Note	City of Spokane	Gordon Howell	Spokane Transit Authority
Gloria Mantz	City of Spokane Valley	Glenn Wagemann	WSDOT-Eastern Region

**Committee Alternates Present**

Mike Tressider	Spokane Transit Authority	Barry Greene	Spokane County
Char Kay	WSDOT-Eastern Region	Tara Ziegler	Spokane Transit Authority

**Guests**

Carole Richardson	Plangineering
-------------------	---------------

**Staff**

Eve Nelson	Senior Transportation Planner	Jason Lien	Senior Transportation Planner
Mike Ulrich	Senior Transportation Planner	Julie Meyers-Lehman	Administrative Assistant

3. **Approval of December 19, 2018 Minutes**

*Ms. Colyar made a motion to approve the December 19, 2018 meeting minutes as presented. Mr. Bergam seconded the motion, which passed unanimously.*

4. **Public Comments** - There were no public comments

5. **Technical Member Comments** - Members shared information about current projects or programs in their jurisdiction or agency.

6. **2019-2022 Transportation Improvement Program (TIP) February Amendment**

Ms. Nelson reported there is only one project included in the proposed amendment, Spokane County's Geiger Boulevard; the amendment will add the recently awarded \$14.3M of BUILD grant funds and \$1.4M from the Transportation Improvement Board. There were no questions or discussion from the group.

*Ms. Kay made a motion to recommend Board approval of the 2019-2022 TIP February amendment as presented and Mr. McCallum seconded. Motion carried unanimously.*

7. **2019 TIP Guidebook**

Ms. Nelson said the purpose of the TIP Guidebook is to be programming resource for all member agencies and contains amendment and administrative modifications schedules; she noted the TTC comments from prior discussions were incorporated into the red-line version included in the packet.

Chair Messner noted the red-line version matched up well with the discussion of the group at the December meeting. He called for questions or discussion. Ms. Note forwarded comments from Mr. Blankenagel saying he was in agreement with all proposed changes.

**Ms. Note made a motion to approve the 2019 Guidebook and Ms. Mantz seconded. All votes were in favor.**

Then Chair Messner brought attention to page 36 of the packet regarding the promotion or advocacy of SRTC for agencies' projects seeking outside funding and recalled the in-depth discussion of this topic at the last meeting. He said the City of Spokane provided language for a possible policy; Ms. Nelson read the paragraph aloud:

*"The SRTC Executive Director may promote funding applications for federal and state programs outside the purview of the SRTC Board. Such promotions may include letters expressing concurrence with regional plans, policies, or programs. Promotion may also include assistance, as desired, to prepare applications and communications on behalf of SRTC member agencies. SRTC promotion will be conducted at the request of a member agency only for projects that are consistent with the MTP. Promotions will be unbiased, and no project/agency will be prioritized above another project from this region. Any promotion will be reported to the Board and committees."*

He noted that the majority of the discussion last month centered around a disconnect by different agencies about what SRTC can provide or to what level of advocacy SRTC should promote regional projects.

The group discussed the topic at length. Some comments/questions included:

- Does this mean blanket support by SRTC for all agencies and all projects in the region?
- During the Call for Projects statements were made regarding SRTC offering help to promote projects in order to make up the gap in funding; there was concern over whether one agency would be prioritized over another
- SRTC said they were committed to help agencies to find outside funding to fill the gap which resulted from partially funding projects
- This may be an opportunity to be a little more specific in connecting the statement with the mission of SRTC, focusing on transportation and land use
- In the interest of transparency, SRTC should make the TTC aware of all support being provided
- Is this a change in SRTC policy? Should it be brought before the Board as a potential new policy?
- Clarifying terms and method of support is important, but doesn't really fit into the TIP Guidebook
- Suggestion that staff might research to see if there is another document into which SRTC project support fits better
- Make sure the Board is made aware of this policy and the surrounding discussions
- Likes that the language is not too strict; makes the policy more flexible
- Wording seems broad enough that it's possible this policy already covered in an existing document; although this statement does address programming specifically

Chair Messner suggested that a presentation by staff outlining the services SRTC can provide to member agencies for applications and funding should be an agenda item for a future meeting. Ms. Nelson said staff will review to see if this policy might be better placed in the MTP, or Guiding Principles statements, or maybe Interlocal Agreements. Chair Messner requested that notes from this meeting be included in the next Board packet and next month the TTC can finalize the discussions. The group agreed.

## **8a. Division Street Corridor Study**

Mr. Lien provided the background of the Division Street Corridor Study, which stemmed from the SRTC Board Strategic Planning exercise in late 2017 in which planning for regional corridors was discussed. Subsequently in March 2018 the Board took action to set aside Surface Transportation Block Grant (STBG) funding for this study, pending additional discussion with agency partners, and in September 2018 the 2018-2021 TIP was amended to include the study.

He explained that the purpose is to complete a multi-jurisdictional integrated study focusing on the Division Street Corridor in terms of high performance transit (HPT), the upcoming completion of the North Spokane Corridor, and identification of possible infrastructure improvements from a multimodal perspective. The study is in partnership with STA, who will be responsible for managing the HPT implementation study for Division Street. Mr. Lien noted the other agencies participating in the study - WSDOT, City of Spokane, Spokane County - described what roles each would take, and spoke about the RFQ process for selecting a consultant team. Mr. Lien summarized the total dollar amounts budgeted for STA's HPT study effort and the Division corridor study: Spokane Transit STP Award-\$400,000; Spokane Transit Match-\$100,000, SRTC STBG Set-Aside-\$400,000; WSDOT Contribution-\$100,000

Mr. Lien presented a schedule of targets and their anticipated completion date, with the study expected to wrap up in the first quarter of 2022. He explained the study will be separated into three phases and described the main components of each phase. He said the next steps in the process are to finalize the RFQ for release, finalize the interlocal agreements with STA and WSDOT, and to negotiate a contract with the selected consultant team. With the RFQ targeted for a March release, it is expected the consultant contract would be finalized and a Notice to Proceed issued by June 2019.

#### **8b. Spokane County BUILD Grant**

Ms. Colyar provided a background and history of the project and noted that partnerships with partner agencies and private companies helped with the successful federal BUILD (Better Utilizing Investments to Leverage Development) grant application.

She addressed the project scope, which is on the section of Geiger Blvd from the Medical Lake interchange the Geiger interchange. She said the City of Spokane will be upgrading water and sewer facilities as needed and Spokane Transit will add several bus stops. She outlined some of the planned improvements, including utilities, lighting, shared use pathway, etc.

Ms. Colyar spoke about project funding and cost estimates, noting that 68% of the grant is partnership match. She described the construction schedule for Phase 1 in 2019 and Phase 2 in 2020, with estimated project completion in fall of 2020. She addressed anticipated challenges including, utility coordination, environmental processes due to nearby wetlands, and timing issues.

The group discussed project costs, funding, scope, private sector contributions, and anticipated number of trips after completion of the Amazon facility.

#### **9. TIP Working Group Update**

Ms. Nelson stated that the group recently met for the first time for this target year, so things are just ramping up. She said information regarding this year's obligation target has not been received from the state yet.

#### **10. Agency Update**

Ms. Nelson announced that a multi-jurisdictional team made up of staff from SRTC, SRHD, City of Spokane, Spokane Public Schools, and others were awarded a grant to attend the CDC Walkability Action Institute training in Decatur, GA this spring. The group's focus will be on walkability in northeast Spokane.

**11. Adjournment** - There being no further business, the meeting adjourned at 2:25 pm.

---

Julie Meyers-Lehman  
Recording Secretary