

MEETING MINUTES

Spokane Regional Transportation Council Transportation Technical Committee
February 27, 2019
421 W Riverside Ave Suite 504, Spokane, Washington

1. **Call to Order** - Mr. Sean Messner, Chair, called the meeting to order at 1:33 p.m.

2. **Roll Call**

Committee Members Present

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|----------------|------------------------|---------------------|---------------------------|
| Sean Messner | Spokane County | Brandon Blankenagel | City of Spokane |
| Mark Bergam | City of Airway Heights | Gloria Mantz | City of Spokane Valley |
| Todd Ableman | City of Cheney | Karl Otterstrom | Spokane Transit Authority |
| Roger Krieger | City of Deer Park | Gordon Howell | Spokane Transit Authority |
| Scott Bernhard | City of Liberty Lake | Mike Tedesco | Spokane Tribe |
| Inga Note | City of Spokane | Larry Larson | WSDOT |
| Louis Meuler | City of Spokane | | |

Committee Alternates Present

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|---------------|------------------------|--------------|-------|
| Barry Greene | Spokane County | Keith Martin | WSDOT |
| Mike Basinger | City of Spokane Valley | | |

Guests

| | | | |
|------------------|----------------|----------|----------------------|
| LeAnn Yamamoto | Spokane County | Char Kay | WSDOT-Eastern Region |
| Rachelle Bradley | Spokane Tribe | | |

Staff

| | | | |
|-----------------|-------------------------------|---------------------|-------------------------------|
| Eve Nelson | Senior Transportation Planner | Sabrina Minshall | Executive Director |
| Mike Ulrich | Senior Transportation Planner | Ryan Stewart | Senior Transportation Planner |
| Shauna Harshman | Assoc. Transportation Planner | Julie Meyers-Lehman | Administrative Assistant |

3. **Approval of January 23, 2019 Minutes**

Mr. Martin made a motion to approve the January 23, 2019 meeting minutes as presented. Mr. Greene 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. Mr. Tedesco introduced Ms. Rachelle Bradley, a new planner with the Spokane Tribe and said she will be a TTC alternate.

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

Ms. Nelson stated the March amendment consists of two projects from City of Spokane Valley funded through Highway Safety Improvement Program and three WSDOT projects funded through Connecting Washington.

Mr. Otterstrom made a motion to recommend Board approval of the 2019-2022 TIP March amendment as presented and Mr. Blankenagel seconded. Motion carried unanimously.

7a. US 195 / I-90 Study

Mr. Stewart described the purpose of the study as a multimodal analysis of the corridor to develop strategies for addressing safety, operations, access and infrastructure issues. The study will consider practical solutions as well as the need for more coordinated land use planning and access management between agencies. He noted that the study will utilize data from the recently completed WSDOT I-90 Operations Study as well as other past efforts. It will analyze current and future conditions for access, infrastructure, road conditions, and land use.

He said the project team consists of staff from the City of Spokane, Spokane County, Spokane Transit, WSDOT and SRTC; there have been three team meetings discussing scope. He described the four main objectives

- Preserve limited access
- Analyze alternate routes
- Develop safety improvements
- Solve interchange issues

The study approach will include a multimodal systems analysis to arrive at strategies for a preferred alternative. He outlined the funding sources: Surface Transportation Block Grant - \$150,000; WSDOT - \$200,000; City of Spokane - \$50,000.

Mr. Stewart presented a tentative timeline for study completion and said the next steps are to execute funding agreements, finalize the RFQ for release, select the consultant, and then Board approval of the consultant contract.

There were no questions or discussion.

7b. 2020-2023 Contingency List

Ms. Nelson provided some background of the programming process. She noted the Board approved a program of projects from the SRTC Call for Projects; 2020-2023 for STBG programming and 2021-2023 for CMAQ programming. She said historical practice has been to select a contingency list after the initial programming decision for funding that becomes available through de-obligations or other funding opportunities. Ms. Nelson stated that development of a prioritized list of projects as part of the call for projects was a new procedure. She brought attention to the handout of the prioritized list and highlighted which were funded (either in full or partially) and which were not.

Ms. Nelson said staff is requesting the TTC to discuss (1) How a contingency list process should occur since a priority list has already been developed and (2) Should the newly approved contingency list and process replace the old list approved as part of the 2014-2017 STP call for projects. Chair Messner stated this item is for discussion this month and will be brought back for action next month.

The group discussed the pros and cons of keeping the existing contingency list or using the new project prioritization list. Comments included:

- Staff noted that past practice has been to move to a new list
- There could be some value in keeping the existing list as some projects on the existing list have made advancements to the point where they are nearly ready to use the funds
- The Board made clear that some partial funding was done to leverage other opportunities for funding.
- Many projects on the existing list applied again through the new call for projects
- Projects that received partial funding from the contingency list through the last call the old list could leave agencies on the hook for repayment of funds if they don't deliver
- If a project received funding for one phase, perhaps it should be kept high enough on the list for the next phase
- Concern that the status of funding for projects on the existing list is unknown

- There have been many conversations about agencies acknowledging risk when they accept funds, they must be able to accept the responsibility for the next step; can't rely on SRTC for all phases
- SRTC should have the ability via policy to say if a project is worthy of funding for PE phase, then we as a body feel its worthy to fund the construction phase
- A desire to see a policy or a side-board that uses de-obligated funds to fully fund the projects that received partial funding before going on to the contingency list
- A consideration of when funds would be used; project readiness is key
- Perhaps the TTC should just say they will make programming decisions as money becomes available based on principles of readiness, size, etc so the process will be strategic
- Caution against instituting too many policies; it's important to retain flexibility

Ms. Minshall said the Board had specific conversations about moving projects up in the prioritization list which had received partial funding in the previous call and they made a conscious decision not to move those projects. She said it is Board's intent is not to be a sole funder of all projects from beginning to end; they want to be one of the funders, when it makes sense.

Chair Messner said part of the conversation is also the process of how de-obligated funds are applied and asked if the group preferred to provide input to staff or receive input from staff; he stated that on behalf of Spokane County, he would like the TTC provide input. Several members agreed.

Ms. Nelson said she will assemble today's comments into a draft and bring back before the TTC next month.

7c. Commute Smart NW

Ms. Yamamoto announced that as of 02/01/2019 the Commute Trip Reduction program changed its name to Commute Smart NW, with a new name, look, logo and website. She highlighted the features on the new website and spoke about the new awards program. She spoke about the Community Impact and Commute Calendar pages on the website. Ms. Yamamoto spoke about the March advertising campaign in which they are partnering with Spokane Regional Clean Air Agency and other upcoming marketing campaigns. She noted they will be using social media, billboards, newspaper aids and will be working on building partnerships.

TTC Chair Report of Board Meeting

Chair Messner relayed a summary of the February Board meeting.

8. TIP Working Group Update

Ms. Nelson said the obligation target for expenditures of funds through SRTC is \$10.07 million and approximately \$8 million has been reached, and ideally there will be a million or so above the target just to be on the safe side. The TIP Working Group will continue to meet and strategize.

10. Agency Update

Ms. Minshall introduced new SRTC Associate Transportation Planner Shauna Harshman and said another new Associate Planner will start March 11. Ms. Minshall reported that next month the TTC will be presented with details for the Education Series.

Mr. Lien said that SRTC is the coordinating agency for the federal Participant Statistical Area Program (PSAP), which allows participating jurisdictions to review and update select statistical area boundaries for the 2020 Census. Mr. Lien asked the TTC to provide suggested staff contacts from area jurisdictions for stakeholder outreach.

Mr. Lien provided a brief update on the Division Street Corridor Study. He noted that the SRTC Board is scheduled to take action on two interagency agreements at their March meeting. One agreement establishes

the joint management relationship between SRTC and STA, and the second agreement is with WSDOT concerning their funding contribution to the study.

11. Adjournment - There being no further business, the meeting adjourned at 2:42 pm.

Julie Meyers-Lehman
Recording Secretary