

MEETING MINUTES

Spokane Regional Transportation Council Board
Thursday, March 14, 2019
SRTC Office, 421 W Riverside Ave, Ste 504, Spokane WA

1. **Call to Order** – Vice-Chair Steve Peterson brought the meeting to order at 1:03 pm.

2. **Roll Call/Record of Attendance – Excused Absences**

Board Members Present:

Mayor Steve Peterson, City of Liberty Lake	Josh Kerns, Spokane County Commissioner
Dave Malet, Council Member, City of Airway Heights	Larry Krauter, Spokane Airports
Paul Schmidt, Council Member, City of Cheney	E. Susan Meyer, Spokane Transit Authority
Mayor David Condon, Council Member, City of Spokane	Kennet Bertelsen, TAC Chair
Larry Stone, Employer Representative	Sean Messner, TTC Chair
Matt Ewers, Freight Representative	Joe Tortorelli, WA State Transportation Commission
Dee Cragun, Small Towns Representative	

Board Members Not Present:

Al French, Spokane County Commissioner	Mike Gribner, WSDOT-Eastern Region
Arne Woodard, Council Member, City of Spokane Valley	Lori Kinnear, Council Member, City of Spokane

Board Alternates Present

Guests Present:

Chad Coles, Spokane County	Paul Kropp
Brandon Blankenagel, City of Spokane	Todd Woodard, Spokane International Airport
Adam Jackson, City of Spokane Valley	Amber Waldref
Karl Otterstrom, Spokane Transit Authority	Andrea Frye, Hill Intl.

SRTC Staff Present:

Sabrina Minshall, Executive Director	Eve Nelson, Senior Transportation Planner
Ryan Stewart, Senior Transportation Planner	Jason Lien, Senior Transportation Planner
Mike Ulrich, Senior Transportation Planner	Greg Griffin, Administrative Services Manager
Julie Meyers-Lehman, Administrative Assistant	Stan Schwartz, Legal Counsel

Chair Peterson read the names of the following members who have requested an excused absence from this meeting: Al French, Arne Woodard, Lori Kinnear, and Mike Gribner

Mr. Schmidt made a motion to excuse the absences. Ms. Meyer seconded the motion, which passed unanimously.

3. **Public Comments** – There were no public comments.

4. **Executive Director's Report** - Ms. Minshall reported on:

- The Division Street Corridor Request for Qualification (RFQ) was released April 24 and closes May 22; the US 195/I-90 RFQ was released May 1 and closes May 30. The Board will receive an update in June.
- Reminders for the Board Administrative Committee meeting on May 24 and the Board retreat on May 29.
- The first event in the 2019 Education Series is June 5 featuring Andrew Mortensen from David Evans & Associates speaking on "Innovative Land Use and Transportation Approaches".
- SRTC will have a booth at Felts Field Neighbor Day.

- The 2019 regional construction map is live on the SRTC website.
- DOT recently published notice of funding opportunities for the next round of BUILD grants and July 15 is the due date. She provided an overview of several changes in the program and requested that member agencies applying for a BUILD grant notify SRTC. She noted that emails were sent to all TTC members asking if any support from SRTC was desired for BUILD grant application.

ACTION ITEMS

5. Consent Agenda – (a) Minutes of the April 4, 2019 Board Meeting, (b) April 2019 Vouchers (c) Interagency Agreement with City of Spokane: US 195/I-90 Agreement

Mr. Schmidt made a motion to approve the Consent Agenda as presented. Mr. Krauter seconded the motion, which passed unanimously.

Recap for April, 2019:			
Vouchers: V120872 to V120910			60,480.51
Salaries/Benefits Warrant Nos.	502521-502530; 504849-504858		64,400.20
	Interfund, other expenses, and reimbursements processed directly by the City of Spokane		2,072.00
			126,952.71

6. Performance Targets: Safety

Ms. Nelson provided a background of performance measures, performance-based planning and new target setting requirements. She said the decision before the Board today is to approve by resolution one of two options, (a) agree to plan and program projects to support the accomplishment of Statewide targets or (b) plan and program projects to support the accomplishment of our own quantifiable (i.e., numeric) targets for safety.

Ms. Nelson reminded the group that in November 2018 the Board took action to support State targets for bridge and pavement condition, travel time reliability and air quality. She clarified performance targets are defined as an expected condition, not an aspirational condition.

She presented details about the WSDOT safety targets and described the ways in which the targets changed from 2018 to 2019, partially as a result of the update to the state’s Target Zero safety plan. Ms. Nelson stated that the Transportation Technical Committee discussed this issue at length and concluded that SRTC and local jurisdictions do not have sufficient refined safety data to pursue the accomplishment of separate regional targets; they unanimously recommended supporting the WSDOT targets, while working to obtain better safety information on a local/regional level. She noted there will have to be additional Board conversations about SRTC working to collect refined safety data and balancing other agency priorities and responsibilities.

Mr. Condon discussed a new proposed City of Spokane ordinance which would set forth pedestrianism as the preeminent purpose for transportation; he talked about what that means for infrastructure, such as bump-outs, traffic lights, HAWK lights, etc. He noted a stop light was removed on Monroe Street to gain the seconds of travel time lost as a result of the pedestrian enhancements and reduced lanes. He said it will be an interesting conversation at this level when these targets are put into practice, it will be very challenging to meld a plan that coordinates freight corridors, traffic lights, high-performance transit, and non-vehicular traffic.

Mr. Ewers remarked that safety for bicycles and pedestrians on freight corridors can be very problematic and he feels they should be kept separate.

Mr. Stone made a motion to approve the resolution in which SRTC agrees to plan and program projects to support the accomplishment of Statewide targets per 23 CFR 490.209. Mr. Schmidt seconded the motion. All votes were in favor.

INFORMATION & DISCUSSION ITEMS

Chair Peterson announced that agenda item 7a will be moved to follow agenda item 7e.

7b. Quarterly Budget Update

Mr. Griffin presented information about the 1st Quarter 2019 Budget. He spoke about revenues, federal reimbursements, and the amount of cash reserves. He noted that SRTC has received Surface Transportation Block Grant (STBG) funds for the Division Street Corridor and the US 195/I-90 studies, but payments for the studies will not be distributed until later this year or in 2020. Mr. Griffin said expenditures are slightly under budget due to timing of payments and stated that costs for the yearly audit and insurance will come later in the year. He said there will be a budget amendment proposed in August due to the studies and unexpected grant funds. There were no questions or discussion.

7c. Draft SFY 2020-2021 Unified Planning Work Program (UPWP)

Mr. Griffin stated that reporting guidance on UPWP creation is provided by WSDOT and the biggest change with this document is the move to a two-year plan, rather than a one-year; the primary reason being the multi-year studies being undertaken by SRTC.

Mr. Griffin described the series of outreach efforts to the TTC and other MPO's for obtaining comments and suggestions, although no comments were received. He noted that an on-site review of the UPWP by representatives from Federal Highway Administration, WSDOT and Federal Transit Administration will be on May 21. Any comments received at this meeting will be considered and incorporated into the final draft which will be before the Board for action in June. There were no questions or comments.

7d. Transportation Advisory Committee (TAC) Work Group Report

Mr. Bertelsen reported that at the end of 2018, due to several cancelled meetings and the loss of several members, it became clear that it was time to re-evaluate the TAC. A Board subcommittee work group was formed of himself, Mr. Woodard, Mr. Kerns and Mr. Tortorelli to study the issue in-depth; the group has met several times. He said in the packet is a document outlining specific values statements and possible different perspectives for the makeup of a revamped TAC membership.

Mr. Bertelsen explained how in the past TAC members were selected by geographic areas and a new selection method based on content is being considered to build consistency and value in what the TAC brings to the Board. He said today he is hoping to obtain input from the Board; the work group will meet with the Board Administrative Committee, at their request, for in-depth discussion and feedback; the work group will convene once more before presenting their final report to the Board.

An updated recommendation will be presented to the Board at the June meeting, possibly for may be for further discussion and comments. He described the primary questions evaluated by the group as shown on the document provided:

- A. What do we want the TAC to do?
- B. What role does the TAC have in relation to the TTC?
- C. What role and value does the TAC have in relation to the Board?
- D. What perspectives do we want represented on the TAC?

Mr. Bertelsen asked the group for examples of when the TAC provided valuable information to the Board. Mr. Schmidt felt the TAC were the eyes and ears of the public to this group. The group discussed the citizen advisory groups of other MPOs. Mr. Stone commented that the TAC should follow the SRTC Guiding Principles. Mr. Kerns stated that Question D is the most important because TAC deliverables coming from industry specific categories,

for example military or emergency services, will be more valuable. Mr. Bertelsen said membership focusing on topics rather than geographic area builds consistency and he said the bottom line is that the goal is to add another voice to the regional transportation planning process. Mr. Messner commented that having voice of the people heard in the process is very important. Ms. Minshall said there will be many contextual issues about transportation in the next update to the long-range plan and expects more joint TAC/TTC meetings as a result.

Mr. Bertelsen reviewed next steps in the process, which is another meeting of the subcommittee to finalize their recommendations, review and feedback on those recommendations by the Board Administrative Committee, and presentation of proposed changes to TAC by-laws to the Board for additional discussion.

7e. Preparation and Input for Board Retreat

Ms. Minshall said to prepare for the Board retreat it is important to get member's perceptions on SRTC's roles, strengths, etc. She distributed a survey to Board members to be completed and returned by the end of the meeting which will help determine which topics should be focused on at the retreat.

7a. Census 2020

Mr. Woodard and Ms. Waldref reminded the group that Census 2020 information was previously presented to the Board in March with information about a proposal to have local jurisdictions contribute funds to help pay for a Census Coordinator for Spokane County; they described the benefits to the region of an accurate census count. Ms. Waldref has been working with Innovia Foundation, which has offered office space and administrative support for the temporary Census Coordinator position. Mr. Woodard distributed a Memorandum of Understanding between member agencies and Innovia Foundation to all members, asking them to share the document with their respective city councils or staff for consideration.

He noted that Mr. Krauter and Mr. Peterson suggested that the SRTC dues structure could be used to create an assessment to pay the salary for the Census Coordinator. Ms. Waldref discussed the methods to determine a fair funding formula and said they will be reaching out to other groups for funding as well. Members discussed the timing of an assessment, jurisdictional budgets, and cash flow timing. Mr. Woodard said they hope to have the Coordinator position filled by this summer.

Ms. Meyer stated that she felt the funding request should come from SRTC as a special assessment, not from Innovia; Mr. Krauter agreed. Mr. Krauter suggested that an assessment could be delivered by SRTC, the funds collected by SRTC, and then forward the funds to Innovia. He asked Board members to discuss with their agency or jurisdiction the amount shown on Mr. Woodard's spreadsheet.

Mr. Schwartz reviewed the Interlocal Agreement and suggested the assessment should be voluntary. Mr. Condon asked if SRTC has sufficient cash reserves to cover the cost if it is the case that a jurisdiction can't pay the assessment until 2020; Ms. Minshall affirmed.

Chair Peterson asked if everyone was in agreement that an assessment for voluntary fees (based on the SRTC dues structure) to help pay the salary for a regional Census 2020 Coordinator should be sent to member jurisdictions/agencies from SRTC, rather than through an MOU with Innovia. There were no dissensions.

8. Board Comments

Mr. Malet announced that the new City of Airway Heights Recreation Center opened. Mr. Bertelsen said if anyone has additional comments about the TAC restructuring, email or call him. Mr. Schmidt spoke about the upcoming

May Fest event in Cheney. Mr. Krauter stated that Southwest Airlines will begin a non-stop route to San Diego on June 9. Mr. Peterson spoke about the I-90/Barker Rd project. Mr. Condon discussed traffic congestion and why technology companies are moving to Spokane. Mr. Tortorelli announced that the City of Deer Park was recently awarded \$5M to build a road next to the Deer Park Airport.

9. Adjournment

There being no further business, the meeting adjourned at 2:36 pm.

Julie Meyers-Lehman,
Recording Secretary