

## MEETING MINUTES

Spokane Regional Transportation Council Transportation Technical Committee  
August 28, 2019  
421 W Riverside Ave Suite 504, Spokane, Washington

1. **Call to Order** - Mr. Karl Otterstrom, Vice-Chair, called the meeting to order at 1:30 p.m.

**Vice-Chair Karl Otterstrom stepped into position as Chair** – TTC Chair Mr. Sean Messner had a change in employment and resigned his position as Chair of the TTC. Committee Bylaws state that Vice-Chair becomes Chair. Chair Otterstrom stated that he will hold this position through until the end of 2019 and that officer elections for 2020 will take place in November as usual.

2. **Roll Call**

**Committee Members Present**

Mark Bergam	City of Airway Heights	April Westby	Spokane Regional Clean Air
Todd Ableman	City of Cheney	Heleen Dewey	Spokane Regional Health District
Roger Krieger	City of Deer Park	Gordon Howell	Spokane Transit Authority
Scott Bernhard	City of Liberty Lake	Karl Otterstrom	Spokane Transit Authority
Inga Note	City of Spokane	Mike Tedesco	Spokane Tribe of Indians
Gloria Mantz	City of Spokane Valley	Darrell McCallum	WSDOT-Eastern Region
Adam Jackson	City of Spokane Valley	Glenn Wagemann	WSDOT-Eastern Region
Brandi Colyar	Spokane County		

**Committee Alternates Present**

Barry Greene	Spokane County	Scott Englehard	Spokane County
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**Guests**

Paul Kropp	Citizen	Jennifer Martin	Iteris
Becky Spangle	Spokane Regional Transportation Management Center	Adam Dorsey	Welch Comer

**Staff**

Eve Nelson	Senior Transportation Planner	David Fletcher	Assoc. Transportation Planner
Mike Ulrich	Senior Transportation Planner	April Gunderson	Assist. Transportation Planner
Shauna Harshman	Assoc. Transportation Planner	Julie Meyers-Lehman	Administrative Assistant
Sabrina Minshall	Executive Director		

3. **Approval of June 26, 2019 Minutes**

***Mr. Tedesco made a motion to approve the June 26, 2019 minutes as presented. Mr. Bernhard seconded the motion, which passed unanimously.***

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

5. **Chair Report on SRTC Board of Directors Meeting** – Since Mr. Messner was not there to report, Ms. Minshall provided a brief report on the topics discussed at the July 11 Board meeting.

## **ACTION ITEMS**

**6. 2019-2022 Transportation Improvement Program (TIP) September Amendment** – Ms. Gunderson described the three projects in the amendment and read the one public comment received.

***Mr. Tedesco made a motion recommend Board approval of the 2019-2022 TIP September Amendment. Ms. Note seconded the motion. All votes were in favor.***

**7. Election of Vice-Chair** - Ms. Nelson provided a summary of the section of committee bylaws regarding TTC officers and described the responsibilities of the Vice-Chair. She noted a history of past Chair/Vice Chair rotation was in the packet, and although the group has practiced rotating office positions between agencies, there is no bylaw requiring this. Ms. Note nominated Ms. Mantz for Vice Chair, but she declined the nomination and suggested Mr. Jackson. Ms. Note then nominated Mr. Jackson, who accepted the nomination. Chair Otterstrom called for additional nominations and there were none.

***Mr. Tedesco made a motion to elect Mr. Jackson as Vice-Chair for the remainder of 2019; Mr. Krieger seconded. Motion passed unanimously.***

## **INFORMATION & DISCUSSION ITEMS**

**8. Regional Building Permit Data Program: 2018 Update & Analysis** – Mr. Ulrich explained that SRTC has historically maintained building permit data from jurisdictions within Spokane County to use in growth and forecasting analysis and this data was recently updated to include 2018 building permits. He said staff created a series of data visualizations to present to the Growth Management Steering Committee of Elected Officials on June 19 and to the Planning Technical Advisory Committee on August 22.

Mr. Ulrich presented three visualizations, which illustrated (1) Permit Data with UGA Boundaries (2) Housing United Added by Census Block and (3) User Selection Compared to County-Wide. He provided details about the building permit data program and validation of the data with Office of Financial Management information, and the block group/combined block group analyses. He noted that staff is working on incorporating additional information and will present this again before the Steering Committee of Elected Officials on September 18. He spoke about integration with partner agency data.

Mr. Tedesco questioned if information from the Kalispel Tribe was included; Mr. Ulrich replied it was pending.

**9. 2020-2023 TIP Overview and Fund Requests** - Chair Otterstrom noted this item is two separate topics and will be discussed separately. Ms. Nelson said the 2020-2023 TIP contains 99 projects, 12 of which are new, and the program totals approximately \$786 million over a four-year time span. She presented a breakdown of projects by type and explained the TIP must (1) be consistent with the MTP (2) be consistent with regional plans (3) conform with state air quality plans and (4) be fiscally constrained. Ms. Nelson spoke about the 30-day public comment period and the public open house event scheduled for 09/17. There were no questions or discussion.

Ms. Nelson said the City of Millwood has requested additional funding for the Millwood Argonne Road: Empire to Liberty Congestion Relief project. She turned the floor over to Mr. Adam Dorsey of Welch Comer who discussed the existing project and scope and the new scope components and funding request. He presented a map and the group discussed details. Chair Otterstrom requested that staff bring back an analysis of this request as it pertains to the policy in the TIP Guidebook to make sure the policy is being applied consistently.

Ms. Nelson stated that the City of Spokane requested a funding change for the Driscoll-Alberta-Cochran Sidewalk Infill project. Ms. Note took the floor and provided additional details about the funding. Ms. Nelson said the funding requests will be brought back before the TTC next month for action.

**10. Spokane Regional Transportation Management Center ITS Plan** – Ms. Spangle provided information about the most recent updates to the Intelligent Transportation Systems (ITS) Architecture Plan and the legislation requirements for conformance. She highlighted federally required ITS elements and described the ITS projects and service areas in which Regional ITS Architecture is used.

Ms. Spangle outlined the ways in which ITS and TSMO help the region meet transportation goals and noted that the updated ITS architecture objectives reinforce SRTC’s Horizon 2040 Guiding Principles. She addressed the ways in which SRTC supports regional ITS architecture and noted the next steps in the process were (1) education on the existence and use of the system for regional planning and scoping (2) presentation of system to SRTC Board for acceptance of plan for regional planning and funding consideration and (3) posting of the accepted plan on the SRTC website for use with other regional long range plans.

**11. TIP Working Group Update** - Ms. Nelson said it is not known yet if the federal obligation authority target was met because a last-minute project closure which made us fall below the target. She said the policy allows the state to waive closures in this situation, but a decision has not been reached yet.

She stated that the TIP Working Group is evaluating the requests for additional funding and will meet again on September 11 to discuss de-obligated funds that have become available.

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

**13. Agency Update** – Ms. Nelson said the first of the SRTC federal certification meetings was held today. She announced that a Request for Proposals for the SRTC Regional Data Tools project was recently released, and the State freight rail assistant program call for projects opened today and deadline is October 18. She asked that any comments in the draft 2020-2023 TIP be forwarded to her as soon as possible.

**14. Adjournment** - There being no further business, the meeting adjourned at 2:57 pm.

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Julie Meyers-Lehman,  
Recording Secretary