

MEETING MINUTES

Spokane Regional Transportation Council Transportation Technical Committee
July 22, 2020 | Zoom Video Conference

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

2. **Roll Call**

Committee Members Present

Karl Otterstrom	Spokane Transit Authority
Adam Jackson	City of Spokane Valley
Todd Ableman	City of Cheney
Roger Krieger	City of Deer Park
Lisa Key	City of Liberty Lake
Kara Mowry	City of Spokane
Inga Note	City of Spokane
Kevin Picanco	City of Spokane
Gloria Mantz	City of Spokane Valley
Scott Englehard	Spokane County
April Westby	Spokane Regional Clean Air
Cindy Green	Spokane Regional Health Dist.
Mary Jensen	WSDOT-Eastern Region
Larry Larson	WSDOT-Eastern Region
Glenn Wagemann	WSDOT-Eastern Region
Brandi Colyar	Spokane County

SRTC Staff

Eve McMenemy	Principal Transportation Planner
Mike Ulrich	Principal Transportation Planner
Jason Lien	Principal Transportation Planner
David Fletcher	Assoc. Transportation Planner III

Committee Alternates Present

Mark Bergam	City of Airway Heights
Jamie Hayes	Spokane County
Mike Tresidder	Spokane Transit Authority

Guests

Adam Miles	DOWL
Sean Messner	HDR
Brandon Blankenagel	KPFF Consulting Engineers
Ben Schmitt	City of Liberty Lake
Char Kay	WSDOT-Eastern Region
Keith Martin	WSDOT-Eastern Region
Chad Coles	Spokane County

Sabrina Minshall	Executive Director
Kylee Jones	Assoc. Transportation Planner II
Michael Redlinger	Assoc. Transportation Planner II
Julie Meyers-Lehman	Admin-Exec. Coordinator

3. **Approval of June 2020 Meeting Minutes**

Mr. Larsen made a motion to approve the June 24, 2020 minutes as presented. Mr. Jackson seconded the motion. All votes were in favor.

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

5. **Technical Member Comments** – Members shared information about projects/programs happening in their jurisdictions.

6. **Chair Report on SRTC Board of Directors Meeting** – Chair Otterstrom shared highlights from the July Board meeting.

ACTION ITEMS

There were no action items.

INFORMATION & DISCUSSION ITEMS

8. **TIP Delivery & Project Readiness** – Ms. McMenemy spoke about the TIP and the federal funding obligation authority (OA) targets/deadlines. She said SRTC has started to look at ways to improve project delivery by getting TIP projects obligated earlier and more confidently, as well as preparing additional projects for funding opportunities. This discussion of possible strategies will provide feedback to staff with direction to fine tune

proposed strategies for improvement. She presented a schedule of the steps towards improvement. She noted that SRTC held a multi-jurisdictional project delivery workshop on May 28 and the Board was presented with the following eight proposed strategies (divided into short, medium and long term categories) at their last meeting and were polled to gauge their general support of each. Additionally, the TIP Working Group evaluated the eight strategies and developed a pros and cons list; which was emailed to TTC members in advance of today's meeting. Ms. McMenemy said staff is seeking additional input from the TTC.

Mr. Otterstrom said the group will review and discuss the proposed strategies and if anyone has any other ideas to please bring them up. He stated that the TIP working group will review again after today's discussion and he emphasized that the overall goal is to improve the reliability in meeting OA target each year, not to exert more control over agencies.

Mr. Jackson read through each of the eight strategies (listed below) and provided highlights from the TIP Working Group's list of pros and cons.

1. Increase flexibility to move projects to an earlier year of the TIP
2. Decrease flexibility for switching project delivery to later years (i.e. delays)
3. De-federalize funding for flexibility
4. Program balance the TIP
5. Conduct a biennial SRTC "preservation only" call for projects
6. Program gap years for larger projects in phasing
7. Move internal SRTC obligation target date earlier
8. Have agencies submit a "Plan B" for project delivery options

TTC comments about proposed strategies included:

- Questioning whether the #4 "Program Balance the TIP" strategy took into consideration the funding of corridor studies. Ms. McMenemy spoke about call for projects prioritization and off the top funding.
- Several members commented on #7 "Moving the internal SRTC obligation date to March 1" strategy, the consensus being that they felt it would create significant difficulties and stress on jurisdictions.
 - Mr. Picancano said the City of Spokane does not support this as it would unnecessarily tie their hands for design and delivery. It would force a change in how they organize, design and schedule projects over the course of a year. He remarked that the City does not just have road projects, but also utilities and other projects that don't go through SRTC. Moving the deadline to March would create problems with their overall prioritization process. He stated that the TIP Working Group already successfully monitors project delivery status and if there was a more modest deadline change proposed, they could be more willing to consider that.
 - Mr. Jackson expressed his agreement about the TIP Working Group doing a good job of tracking delivery but recognized the stress that the July deadline puts on SRTC staff.
 - Ms. Mantz said of course agencies want to deliver projects early, but a March 1 deadline would put undue stress on them.
 - Mr. Martin said Local Programs and SRTC is getting better at mastering the OA process all the time; there has been significant improvement even within the past few years, so backing up the deadline to March may not be necessary, especially if some of the other strategies are implemented.
 - Several members commented that they could support backing it up one month, but a 5-month change is too severe and would unnecessarily create problems for project delivery.

Mr. Otterstrom said the comments from this discussion will be forwarded to the TIP Working Group as they evaluate the project delivery improvement strategies further. They will make recommendations and this topic will be brought back before the TTC, who will in turn make a recommendation to the Board. Ms. McMenemy outlined the next steps and timeline; the goal is to have Board approval of a set of strategies by October.

9. DivisionConnects Update– Mr. Lien provided information on how the project has progressed since the last update to the TTC in March 2020. He addressed:

- Current and future conditions of Division Street

- Draft multi-modal and transit framework
- Peak travel times for vehicles and transit ridership
- Existing cross-sections on Division and how it differs by geographical segment
- Potential future options for the different segments
- Upcoming public outreach and project schedule

10. DATA (Data Applications for Transportation Analysis) Project Update – Mr. Ulrich spoke about the project origin and evolution and explained why SRTC launched this project. He spoke about:

- Project budget
- Importance of applying data and not just acquiring data
- Consultant selection and project phasing; currently in last part of Task 1a of Phase 1
- Timeline from project inception to completion, including previous updates to the TTC
- Members of the Project Team and the Consultant Team
- Current analytic tools used by SRTC
- Potential future analytic tools
- Why acquisition of data is not enough; application of the data is key
- Alternative future conditions

11. Agency Update – Ms. McMenemy reported on:

- BERK Consulting was awarded the MTP financial forecast consulting contract, the work should be done by October and the results will be made available to the TTC.
- SRTC Executive Director Sabrina Minshall is representing our region on the WSDOT Freight Steering Committee, the Commercial Aviation Coordination Council and the WSDOT Investment Alignment Group.

12. Adjournment

There being no further business, the meeting adjourned at 3:03 pm.

Julie Meyers-Lehman
Recording Secretary