

MEETING MINUTES

Spokane Regional Transportation Council Transportation Technical Committee
October 28, 2020 | Zoom Video Conference

1. **Call to Order / Record of Attendance** – Mr. Karl Otterstrom, Chair, called the meeting to order at 1:31 pm.

Committee Members Present

Todd Abelman	City of Cheney
Roger Krieger	City of Deer Park
Lisa Key	City of Liberty Lake
Inga Note	City of Spokane
Kevin Picanco	City of Spokane
Gloria Mantz	City of Spokane Valley
Adam Jackson	City of Spokane Valley
Brandi Colyar	Spokane County
April Westby	Spokane Regional Clean Air
Cindy Green	Spokane Regional Health Dist.,
Karl Otterstrom	Spokane Transit Authority
Kristine Williams	Spokane Transit Authority
Rachelle Bradley	Spokane Tribe of Indians
Mary Jensen	WSDOT-East. Region
Larry Larson	WSDOT-East. Region
Glenn Wagemann	WSDOT-East. Region

Committee Alternates Present

Jami Hayes	Spokane County
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Guests

Glenn Ritter	City of Spokane Valley
Nathan Anuson	City of Spokane
Brandon Blankenagel	KPFF
Shauna Harshman	City of Spokane
Katherine Miller	City of Spokane
Char Kay	WSDOT-East. Region
Keith Martin	WSDOT-East. Region
Paul Kropp	
LeAnn Yamamoto	CommuteSmart NW
Mark Burrus	
Adam Miles	DOWL
Mike Tressider	Spokane Transit Authority
Jeremy Clark	City of Spokane Valley

Staff

Eve McMenamy	Principal Transportation Planner	Sabrina Minshall	Executive Director
Mike Ulrich	Principal Transportation Planner	Michael Redlinger	Assoc. Transportation Planner II
Jason Lien	Principal Transportation Planner	Julie Meyers-Lehman	Admin-Exec. Coordinator
David Fletcher	Assoc. Transportation Planner III		

2. **Approval of September 2020 Meeting Minutes** – *Mr. Krieger made a motion to approve the minutes as presented. Mr. Larson seconded the motion. All votes were in favor.*

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

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

5. **Chair Report on SRTC Board of Directors Meeting** – Mr. Otterstrom shared highlights from the October 8 Board meeting.

ACTION ITEMS

6. **City of Spokane Valley Scope Change Request, Pines Rd & Mission Ave Intersection Improvements Phase 1** – Ms. McMenamy noted this project was awarded \$509,000 of CMAQ funds in the SRTC call for projects in 2018. The key change is the move from a double left turn lane to a single left turn lane; this, and other modifications, will ultimately result in the de-obligation of \$58,500, and the scope change has been approved by the SRTC Executive Director.

Ms. Mantz provided the background and purpose of the project; she introduced the project manager, Mr. Glenn Ritter and noted that City of Spokane Valley staff was requesting concurrency from the TTC for this scope change. Mr. Ritter explained the original project scope, outlined the design and right-of-way challenges in the

project's Phase 1, and relayed the details of the updated project scope. He noted that part of the scope change will be a longer time for traffic signal operations on Pines Rd and this proposal has support from WSDOT.

Ms. Note made a motion to TTC concurrence of the requested scope change for the Pines and Mission Interchange Improvement Phase 1. Mr. Krieger seconded the motion.

There was discussion about the timing of de-obligating funds.

Motion passed unanimously.

INFORMATION & DISCUSSION ITEMS

7. DATA Project Task 1a Findings – Mr. Ulrich presented a project timeline and highlighted the times it has been brought to the TTC. He spoke about outreach efforts to stakeholders and the online stakeholder engagement platform. The consultant team just released the draft technical memo as part of Task 1a, which was provided via a link in the TTC packet. Mr. Ulrich described the project phasing plan and noted it was getting ready to move into Task 1b. He spoke about project funding, described participants in the stakeholder listening sessions, presented a screenshot from the online stakeholder engagement platform, and described the challenges experienced thus far with stakeholder engagement.

Mr. Ulrich summarized the topics covered in the technical memo and said staff is proposed that the project team re-convene to think through the criteria for each of the tools addressed in the memo. He showed a list of the existing project team and noted that as a result of some staff changes at member agencies, some new members will have to be added. He said a final draft design plan will come before the TTC for consideration and recommendation but proposes that the project team dive into all the details to develop the draft plan. Ultimately, the design plan will be brought before the Board of Directors for approval.

There was discussion about the overwhelming length and detail contained in the technical memo. Some comments included concern that Task 1b will be compromised by the lack of input from Task 1a because people don't have the time to evaluate the 93-page report. Several members requested that future messaging from the consultants be more manageable.

8. CY 2021 TTC Officer Elections – Ms. McMenemy outlined the responsibilities of the Chair and Vice Chair positions and presented a list of past officers going back to 2005. She noted that the rotation of officers between agencies/jurisdictions is informal and there is no rule or bylaw specifying the rotation.

This item will be brought before the TTC for action next month, then brought before the Board of Directors for approval in December.

9. Fish Lake Trail Connection to Centennial Trail Study – Mr. Anuson from City of Spokane introduced Mr. Brandon Blankenagel from KPFF, the consulting firm leading the study. Mr. Blankenagel spoke about the project funding and the purpose of the study, which is to identify the best route to connect the Fish Lake Trail with the Centennial Trail in west Spokane.

10. Agency Update – Ms. McMenemy reported on;

- Signatories of SRTC's Interlocal Agreement are meeting on November 12 to discuss the terms and conditions of new membership.
- Sabrina Minshall will be working from Boise part of the time and she has announced her intent to separate from SRTC in three to eight months.
- A sad announcement that TTC member Scott Englehard recently passed away.

10. Adjournment

There being no further business, the meeting adjourned at 2:52 pm.

Julie Meyers-Lehman
Recording Secretary