

**MEETING MINUTES**

Spokane Regional Transportation Council Transportation Technical Committee  
February 24, 2021 | Zoom Video Conference

**1. Call to Order/Record of Attendance**

Mr. Adam Jackson, Chair, called the meeting to order at 1:32 p.m.

**Committee Members Present**

Adam Jackson - Chair	City of Spokane Valley	Mary Jensen - Vice Chair	WSDOT-Eastern Region
Heather Trautman	City of Airway Heights	Brandi Colyar	Spokane County
Todd Ableman	City of Cheney	Barry Greene	Spokane County
Roger Krieger	City of Deer Park	Cindy Green	Spokane Regional Health Dist
Lisa Key	City of Liberty Lake	Kristine Williams	Spokane Transit Authority
Inga Note	City of Spokane	Rachelle Bradley	Spokane Tribe of Indians
Kevin Picanco	City of Spokane	Larry Larson	WSDOT-Eastern Region
Gloria Mantz	City of Spokane Valley	Glenn Wagemann	WSDOT-Eastern Region

**Committee Alternates Present**

**Guests**

Sean Messner	HDR	Adam Miles	DOWL
Joel Freedman	RSG	Brandon Blankenagel	KPFF
Shauna Harshman	City of Spokane	Jerremy Clark	City of Spokane Valley

**Staff**

Eve McMenemy	Principal Transportation Planner
Mike Ulrich	Principal Transportation Planner
David Fletcher	Associate Transportation Planner III
Michael Redlinger	Associate Transportation Planner II
Kylee Jones	Associate Transportation Planner II
Kevin Wallace	Interim Executive Director
Julie Meyers-Lehman	Exec-Admin Coordinator

**2 Approval of January 2021 TTC Meeting Minutes**

*Mr. Larson made a motion to approve the January 2021 minutes as presented. Ms. Trautman seconded the motion, which passed unanimously.*

**3 Public Comments**

There were no public comments.

**4 Technical Member Comments**

Members spoke about current projects or programs in their jurisdiction/agency.

**5 Chair Report on SRTC Board of Directors Meeting**

Chair Jackson shared highlights from the February 11 Board meeting.

**ACTION ITEMS**

**6 2021-2024 Transportation Improvement Program (TIP) March Amendment**

Ms. Jones provided details about the proposed amendment which consists of two Spokane County projects and one TIP Document text amendment to add Spokane Transit Authority's recently adopted public transit safety performance measures and targets. There were no questions or discussion.

**Mr. Picanco made a motion to recommend Board approval of the 2021-2024 TIP March amendment. Mr. Ableman seconded the motion, which carried with all votes were in favor.**

## **7 DATA Project Draft Design Plan**

Mr. Ulrich summarized the robust and intentional stakeholder engagement process, spoke about the original project phasing plan, and highlighted key accomplishments to date. The recommended data tool investments will allow member agencies to better understand transportation patterns in the region and provide the public with information about the transportation network. The six proposed data/tool investments and estimated costs were presented. Based on feedback, a new development in the plan is the division of Phase 2 into two distinct tasks; Task 2a will be initial scoping and cost refinement and Task 2b will be full implementation of the DATA work program.

Mr. Ulrich stated that feedback from stakeholders has revealed differing needs and values; staff and consultants have worked very hard to create a plan that balances priorities and will bring the most benefit to the region as a whole. He emphasized that 90% of the investments will either directly or indirectly support the regional travel demand mode. He read the requested action, which was to *“Recommend that the SRTC Board approve the design plan and authorize the Interim Executive Director to move forward with contract negotiations, to include refined scopes and schedules, for Phase II of the project as presented”*

The group discussed; some comments included:

- Clarification about SRTC staffing levels to work on the proposed data projects and tools
- Dollar amounts remaining in the budget
- Comment made by a Board member and stakeholders that some tasks were underfunded
- In-depth evaluation of costs as part of Task 2a
- Schedule for implementation
- Ownership and ongoing maintenance of the land-use data management system

**Mr. Krieger made a motion to recommend Board approval of the DATA Project Design Plan. Ms. Bradley seconded. Motion carried unanimously.**

## **8 Transportation Improvement Program (TIP) Contingency Funding Awards**

Ms. McMenemy spoke about the available contingency funding available and the contingency funding process approved by the Board in March 2019. She outlined types and amounts contingency funding available; there is \$2.5M in Congestion Mitigation Air Quality funds and \$429,680 in Highway Infrastructure Program funds. Eligibility rules for both types were reviewed. Ms. McMenemy explained the contingency funding process and criteria.

The three projects proposed to receive contingency funds are:

- Bigelow Gulch Project 6 (Spokane County) - \$429,680
- Pines & Mission Intersection (City of Spokane Valley) - \$1,418,600
- Driscoll-Alberta-Cochran Sidewalk Infill (City of Spokane) - \$355,252

Ms. McMenemy stated that there is an annual review of TIP projects eligible for funding and the types/amounts of funding available. The TIP Guidebook provides guidance on how best to utilize leftover funds. She presented the regional priority/contingency list with their priority ranking. She said staff has suggested awarding HIP funding to Bigelow 6, noting that the other two are eligible for CMAQ funds. The Chair called for questions or comments and there were none.

**Ms. Note made a motion to recommend that the SRTC Board award contingency funds as outlined in Table 2. Ms. Mantz seconded the motion. All votes were in favor.**

## **INFORMATION & DISCUSSION ITEMS**

### **9 Metropolitan Transportation Plan (MTP) Freight Element**

Mr. Fletcher explained that the freight element update of the MTP consists of two parts; a regional freight study, which is almost complete, and an investment strategy. Results of the study will be used to recommend policy objectives and performance indicators for freight to the Board and will ultimately be used for evaluating future investments. He presented the list of the freight subject matter expert team, which consists of staff from both public and private sector.

Mr. Fletcher stated that the regional freight study has two tasks, Task A is an examination of freight and land use and Task B reviewing freight and the regional economy. He provided details about the following subsection of Task A, which are:

- Identify truck parking
- Define and identify freight generators & activity centers
- Identify and analyze key freight routes and corridors in the region
- Evaluate freight-related equity and environmental justice issues in the region.

Task B will identify and inventory freight-intensive industries and employers and map/evaluate regional freight activity flows. He stated that a key purpose of this update is to take the policies and guiding principles in Horizon 2040 related to freight and move them into specific goals and objectives

He spoke about next steps, which include an SME team workshop in April to review examples of freight-related goals & objectives from other MPOs. They will also brainstorm around freight barriers and needs in the region, develop potential freight-related goals & objectives for the MTP, which will be presented to the SRTC Board.

### **10 Agency Update**

Ms. McMenemy reported on:

- Reminder of SRTC Call for Preservation Project launching on March 2. Application deadline is April 30.
- Notice of funding opportunity for WSDOT INFRA grants.

### **11 Adjournment**

There being no further business, the meeting adjourned at 2:32 pm.

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Julie Meyers-Lehman  
Recording Secretary