

MEETING MINUTES

Spokane Regional Transportation Council - Transportation Technical Committee
January 26, 2022 | Zoom Video Conference

1 Call to Order/Record of Attendance

Ms. Inga Note, TTC Chair, called the meeting to order at 1:00 pm.

IN ATTENDANCE

TTC Members:

Inga Note, *City of Spokane* (Chair)
Char Kay, *WSDOT* (Vice-Chair)
Heather Trautman, *City of Airway Heights*
Todd Ableman, *City of Cheney*
David Williams, *City of Liberty Lake*
Kevin Picanco, *City of Spokane*
Colin Quin-Hurst, *City of Spokane*
Gloria Mantz, *City of Spokane Valley*
Adam Jackson, *City of Spokane Valley*
Roger Krieger, *City of Deer Park, Small Towns Rep.*
Brandi Colyar, *Spokane County*
Barry Greene, *Spokane County*
April Westby, *Spokane Regional Clean Air Agency*
Kristine Williams, *Spokane Transit Authority*
Glenn Wagemann, *WSDOT-Eastern Region*

Guests:

Paul Kropp
Jeremy Clark, *City of Spokane Valley*
LeAnn Yamamoto, *CommuteSmartNW*
Shauna Harshman, *City of Spokane*

SRTC Staff:

Ryan Stewart, *Principal Transportation Planner*
Lois Bollenback, *Executive Director*
Eve McMenemy, *Deputy Executive Director*
Mike Ulrich, *Principal Transportation Planner*
David Fletcher, *Principal Transportation Planner*
Jason Lien, *Principal Transportation Planner*
Kylee Jones, *Associate Transportation Planner III*
Michael Redlinger, *Associate Transportation Planner II*
Julie Meyers-Lehman, *Administrative-Exec. Coordinator*

Alternate TTC Members:

Mike Tresidder, *Spokane Transit Authority*
Keith Martin, *WSDOT-Eastern Region*

2 Approval of December 2021 TTC Meeting Minutes

Mr. Ableman made a motion to approve the minutes as presented; Mr. Picanco seconded. Motion passed unanimously.

3 Public Comments

There were no public comments.

4 Technical Member Comments

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

5 Chair Report on SRTC Board of Directors Meeting

Chair Note provided an overview of the January 10 Board meeting.

ACTION ITEMS

6 2022-2025 Transportation Improvement Program (TIP) February Amendment

Ms. Jones reported that three agencies requested an amendment to the TIP and listed the projects included.

Ms. Colyar made a motion to recommend Board approval of the February TIP Amendment; Mr. Jackson seconded. The motion passed unanimously.

INFORMATION & DISCUSSION ITEMS

7 2022 Transportation Planning Presentation Series

Ms. Bollenback spoke about the history of the formation of Metropolitan Planning Organizations (MPOs) and their roles and responsibilities. She outlined MPO activities that are required by federal, those that are optional, and how the optional activities can be focused to serve the specific needs of the community it serves.

She outlined six planning topics which staff will present to the Board and Committees for deep-dive discussions in the coming months: Quality of Life, Economic Vitality, Equity, Safety, Stewardship and Operations/Maintenance.

8 SRTC 2024-2026 Call for Projects: Principles of Investment

Ms. Jones reported that approximately \$43 million of federal funds are expected to be awarded in this call; she reviewed the five funding categories and eligible project types. The discussion is regarding proposed "Principles of Investment", which include but are not limited to, off-the-top requests, a set-aside for a future preservation only call for projects and a minimum award for small towns. She emphasized that off-the-top requests do not compete in the application process.

Mr. Wagemann took the floor and provided a background about the purpose and governance of Spokane Regional Transportation Management Center (SRTMC). He shared details historical off-the-top requests and the reasons behind the increased amount being requested this time (\$2.1M). There was discussion about current research being done into relocating the SRTMC to a WSDOT owned facility instead of renting office space.

Ms. Bollenback took the floor and shared information regarding SRTC's request for off-the-top funding in the amount of \$1.5M over a three-year period. For the past three years, the agency has received \$350,000 per year of STBG funding; this request is for an additional \$150,000 per year on top of the existing \$350,000. She explained the purpose of the increase is to partially cover the cost to re-staff the vacant Community Outreach position and for cost associated with regional project development support. She described some of the projects SRTC has assisted with recently and those that are still underway. There were no questions or discussion.

Ms. Jones reviewed a possible minimum award for small towns and a set-aside for a future preservation-only call for projects, similar to what SRTC did in 2021. The group discussed and comments included;

- Advocating for a preservation call for projects as soon as possible
- Stating a preference for not having a preservation call for projects this year
- Asking about the method for determining the small towns set-aside figure
- Request to find out number of small towns applications received in the 2018 call for projects
- Amount of funds left over after the off-the-top requests, preservation set-aside and the small town minimum

Ms. Jones said the Board will be asked to take action on the Principles of Investment at their February meeting, the call will be officially released on 2/11/22, and application information/materials is on SRTC's website.

9 Critical Urban and Rural Freight Corridors (CUFC/CRFC) Update

Mr. Fletcher spoke about the CUFC/CRFC update being led by WSDOT and their project scoring criteria. He reviewed the update process and shared a map of the critical freight corridors in our region and

explained that they are related to National Highway Freight Program (NHFP) funding. He provided details about the anticipated amount of NHFP funding available statewide for local freight projects from FFY 2022–2025.

Mr. Fletcher explained how staff worked with local agencies to develop a list of candidate regional priority freight projects for NHFP funding consideration. He also showed a map illustrating where these projects are located along freight corridors and their likely competitiveness based on WSDOT's NHFP scoring criteria.

The group was asked for input on the recommended number of project applications to submit. Members discussed and comments included:

- Asking if the TTC will have an opportunity to review the project scoring analysis done by staff
- Clarification on the methodology for crash analysis data, specifically on associated corridors
- Concerns about being asked to recommend project applications when WSDOT hasn't finalized the scoring weights yet

10 DATA Project Update

Mr. Ulrich provided a history of the project and its funding from the 2018 Call for Projects. He shared cost, description and purpose of the six key components/investments in Phase II, which are: (1) Household Travel Survey (2) Passive Data (3) Traffic Count Data (4) Land Use Allocation Tool (5) Travel Demand Model Updates and (6) Online Data Hub.

He addressed the stakeholder engagement throughout Phase I and currently underway with Phase II, spoke about next steps and upcoming key milestones, and described expected outcomes of the project when finalized.

There was discussion about what kind of questions were in the household travel survey. Mr. Ulrich said there are basically two categories; first is demographic information and travel movement questions and the second are planning level questions, such as Covid impacts on travel behavior, use of scooters and e-bikes, changes in work commute. He offered to share the list of questions with any interested TTC members.

11 SRTC 2022 Equity Planning Framework

Mr. Redlinger outlined the purpose of creating an equity planning framework, the draft goals/timeline of equity framework development, and next steps in the process, including the formation of a Equity Work Group made up of TTC and TAC members. This group will formulate recommendations regarding equity policy, project evaluation data needs and outreach, as well as receive presentations from guest speakers from the community.

He shared a live poll asking for input about the most important purposes of pursuing an equity planning framework and for volunteers for an Equity Planning Work group; two TTC members volunteered.

12 Agency Update

There was no update.

13 Adjournment

There being no further business, the meeting adjourned at 2:40 pm.

Julie Meyers-Lehman, Recording Secretary