

**Spokane Regional Transportation Council–Transportation Technical Committee**

09.27.2023 | Meeting Minutes

Hybrid Meeting at SRTC, 421 W Riverside Ave Suite 504, Spokane WA 99201 and virtually on Zoom

**# 1 CALL TO ORDER/RECORD OF ATTENDANCE**

Vice Chair Heather Trautman called the meeting to order at 1:01pm. In attendance were:

**TTC Members**

Heather Trautman, *City of Airway Heights* (Vice Chair)  
Brett Lucas, *City of Cheney*  
Roger Krieger, *City of Deer Park*  
David Williams, *City of Liberty Lake*  
Jerremy Clark, *City of Spokane Valley*  
Barry Greene, *Spokane County*  
Jami Hayes, *Spokane County*  
Samantha Hennessy, *Spokane Regional Health District*  
Kevin Picanso, *City of Spokane*  
Tyler Kimbrell, *City of Spokane*  
Sonny Weathers, *City of Medical Lake*  
Brandy Colyer, *Spokane County*  
Karl Otterstrom, *Spokane Transit Authority*  
Brian Jennings, *Spokane Transit Authority*  
Mike Pea, *WSDOT-Eastern Region*  
Tara Limon, *Spokane Transit*

**SRTC Staff**

Ryan Stewart, *Principal Transportation Planner*  
Mike Ulrich, *Principal Transportation Planner*  
Jason Lien, *Principal Transportation Planner*  
David Fletcher, *Principal Transportation Planner*  
Savannah Hayward, *Communications and Public Relations Coordinator*  
Michael Redlinger, *Assoc. Transportation Planner II*

**TTC Alternate Members**

n/a

**Absent**

April Westby, *Spokane Regional Clean Air*  
Joe Southwell, *Spokane Regional Clean Air*  
Mike Tressider, *Spokane Transit Authority*  
Julie Whitford, *Tribal Transportation Systems Manager*  
Collin Quinn Hurst, *City of Spokane*  
Francis SiJohn, *Spokane Tribe of Indians*  
Char Kay, *WSDOT-Eastern Region* (Chair)

**# 2 PUBLIC COMMENTS**

There were no public comments.

**# 3 TTC MEMBER COMMENTS**

Vice Chair Trautman requested Member Comments. Members shared information about projects/programs in their jurisdiction/agency.

- Tara Limon and Karl Otterstrom noted that STA approved submittal of the Connecting Communities Grant; Karl also stated that STA is beginning the Project Development phase for the Division BRT project.
- Samantha Hennessy announced she is developing a 3-part webinar lunch and learn planning series. More detail will be forthcoming.
- Sonny Weathers expressed appreciation to all for the support provided during the recent challenges with wildfires.
- Kevin Picanso recognized the various agencies (Karl/Tara/Adam/Inga/Collin/Tyler) that partnered in the development of the Connecting Communities Grant application.
- Heather Trautman announced an upcoming comprehensive plan update open house scheduled for October 4<sup>th</sup> in Airway Heights. Roadway projects for 2024 that are city sponsored will be reviewed as well as pedestrian service. Mentioned the need to coordinate and communicate new activities needed to comply with HB 1181/VMT reductions; and she let the committee know they are working to correct the project terminus for a segment of the 6<sup>th</sup>/10<sup>th</sup>/12<sup>th</sup> project funded through FMSIB.

**# 4 CHAIR REPORT ON SRTC BOARD OF DIRECTORS MEETING**

Vice Chair Heather Trautman provided an overview of actions and discussions at the September SRTC Board meeting. She reviewed SRTC Board actions including the addition of the 4-Lakes I-90 Interchange project to the 2024 Unified List of Regional Transportation Projects. No projects were removed in the addition.

## **ACTION ITEMS**

### **# 5 CONSENT AGENDA: AUGUST TTC MEETING MINUTES**

The consent agenda contained the August TTC meeting minutes. Ms. Colyar made a motion to approve the Consent Agenda. Mr. Jerremy Clark seconded. Motion passed unanimously.

### **# 6 CY 2024-2027 TRANSPORTATION IMPROVEMENT PROGRAM**

Ryan Stewart presented information regarding the process for updating the TIP and reminded everyone that the complete document has been available for review in a link provided in the memo. He explained the overall process for updating a TIP and stated the plan covers a 4-year period. He discussed the requirements for consistency with other plans, avoiding impacts to air quality, and the need to be fiscally constrained. He reviewed the number of projects and overall funding as well as the distribution of funding by percentage across a variety of project categories. Ryan Stewart reviewed the new projects added or returning to the TIP (including preservation bridge maintenance needs) and the public outreach efforts that have occurred during this update. A map was provided. He informed the group that all public comments will be reviewed and presented in an appendix of the TIP. Also reviewed was the timeline for submitting the approved document and review by FHWA and FTA.

A 2024-2027 TIP Hybrid Public Meeting was held in the SRTC conference room and Zoom on September 21<sup>st</sup>. We had 5 members of the public engaged in the meeting and one from the public attended in person specifically commenting on the Division BRT project and someone in chat supporting the Division BRT development. Other comments will be collated and presented as an appendix to the Board. Staff will request action from the Board at the 10/12 Board Meeting to approve the CY 2024-2027 TIP. The projects are due 10/20 in WSDOTs Secure Access WA system. We expect that by mid-January the State TIP (which includes SRTC TIP projects) will be approved by FHWA and FTA.

Mr. Otterstrom commented that the map showing the Division BRT needs to be updated with adoption of the change in May 2023.

Mr. Otterstrom made the motion to recommend that the Board approve the CY 2024-2027 Transportation Improvement Program and Mr. Greene seconded the motion. There being no questions or further discussion the motion passed unanimously.

## **INFORMATION & DISCUSSION ITEMS**

### **# 7 WSDOT VEHICLE MILES TRAVELED REDUCTION TARGETS**

Alon Bassok, WSDOT discussed the three basic elements of the VMT Proviso regarding VMT reduction. He explained that WSDOT recently completed a report regarding VMT reduction in the state and he reviewed the 10 counties currently impacted (including Spokane). Mr. Bassok stated that VMT per capita remained fairly steady over time and that the state goal of reducing VMT by 7 miles per capita was being achieved in some areas. Mr. Bassok reviewed a variety of strategies that may be used to reduce VMT including land-use changes, increased transit and active transportation, and reducing highway spending. He also reviewed recommendations for WSDOT and for RTPO's. Recommendations for WSDOT: Meet VMT Goals; Amend Rules; Monitor; Collect Data by City; Model. Recommendations for RTPOS: Comprehensive Plan Review; Equity Analysis; No Punitive Action; Project Selection.

Inga Note asked what the data sources were used for this analysis and Mr. Bassok replied they used existing WSDOT performance monitoring data and OFM per capita VMT data. Ms. Note asked if they were considering other resources and Mr. Bassok replied affirmatively, but said these sources often validate their findings using the WSDOT data.

### **# 8 CY 2024 TRANSPORTATION IMPROVEMENT PROGRAM GUIDEBOOK**

Ryan Stewart informed members that the annual review was just beginning and reminded members of the purpose and content of the Guidebook. SRTC updates the Guidebook every year. He reviewed a variety of proposed edits including adding information regarding the CRP funding and minor language changes to several policies. He reviewed a new policy proposal to address "special amendments" which involve funding opportunities that require a very quick turn-around. This was initiated by the \$8.1 million in additional obligation authority with a constrained deadline that did not align with our normal committee and board approval process. He also reviewed a proposed update to Policy 4.8 adding an option to the strategies for meeting our annual obligation targets to include swapping funding sources. A recommended change to Policy 6.8 pertaining to the distribution of contingency funds that includes evaluating the distribution of funds across all agencies was reviewed. Each of these will be reviewed by the TIP Working Group prior to being presented again to SRTC committees. Ryan reviewed the TIP schedule of activities and next steps towards final approval to align with WSDOT's schedule.

### **# 9 TRANSPORTATION IMPROVEMENT PROGRAM OBLIGATION TARGET UPDATE**

Ryan Stewart informed the group that the obligation target for SRTC in FFY 2023 (ending September 30) was \$11.6 million. Recent reports show SRTC on track to have met this target and to likely exceed it. He expressed appreciation for the flexibility and hard work of project support and members of the TIP Working group.

### **# 10 DRAFT 2024 UNIFIED LIST OF REGIONAL TRANSPORTATION PRIORITIES**

David Fletcher reviewed the 2024 Unified List project application process, feedback from state and federal legislators last year, and shared the two options for the draft project list. State and Federal versions were developed. SRTC Board adopted the State version at the last Board meeting. State and Federal versions have targeted policy statements related to their audience; specific funding amounts differ. The projects on the list remain the same.

## AGENCY UPDATE AND FUTURE INFORMATION ITEMS

Ryan Stewart presented items:

- SRTC is issuing an RFQ for General Planning Consultants to help with needs analysis for the MTP update. Advertising for the RFQ in October.
- The Transportation Summit will occur on October 19<sup>th</sup> at the Center Place Regional Event Center from 8 am – 10 am.
- Upcoming Federal Certification Review process. Every 4 years we are required to undergo this certification. We are sending out a survey about our performance.
- Urban Boundary Update information was submitted to Federal Highways to address their requirements.

### **# 12 ADJOURNMENT**

There being no further business, the motion for adjourned at 2:03pm made by Kevin Picanso and seconded by Jeremy Clarke. Carried unanimously.

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Mary Jo Wortley, Temporary Recording Secretary