

## MEMORANDUM

Date: March 2, 2017  
To: Members of the SRTC Board  
From: Ryan Stewart, Interim Executive Director  
Subject: Meeting Notification and Transmittal of Meeting Agenda

Meeting Date: March 9, 2017

Time: 1:00 p.m.

Location: SRTC Office, The Paulsen Center Building  
421 W Riverside Ave Suite 500, Spokane WA 99201

The next SRTC Board meeting will be held at the SRTC office at the time and place noted above. The agenda and supporting information are enclosed for your review.

The SRTC offices are located in the Paulsen Center building on east side of the fifth floor. Paid parking is available in many surface parking lots in the surrounding area. Please contact Julie Meyers-Lehman at the SRTC office if you have questions about parking.

The Paulsen Center Building is two blocks east of the STA Plaza and served by all Spokane Transit routes. Please refer to STA's website for routes to the Paulsen Center building here: <https://www.spokanetransit.com/>

SRTC is committed to nondiscrimination in accordance with Title VI of the Civil Rights Act of 1964, and Civil Rights Restoration Act of 1987 (P.O. 100.259) and the Americans with Disabilities Act. Reasonable accommodations can be requested by contacting the SRTC office by telephone at (509) 343-6370 or by email at [contact.srtc@srtc.org](mailto:contact.srtc@srtc.org) at least 48 hours in advance.

**Meeting Notification**  
**Spokane Regional Transportation Council Board**

Date: March 9, 2017  
Time: 1:00 p.m.  
Location: SRTC, The Paulsen Center Building  
421 W Riverside Ave, Suite 500, Spokane WA 99201

**AGENDA**

1. Call to Order
2. Roll Call / Record of Attendance / Excused Absences
3. Public Comments
4. Executive Director's Report
5. **Action** Consent Agenda
  - a) Approval of February 9, 2017 Meeting Minutes
  - b) Approval of February 2017 Vouchers
  - c) 2017-2020 Transportation Improvement Program (TIP) March Amendment
6. **Action** Additional Surface Transportation Block Grant (STBG) Program & Congestion Mitigation and Air Quality (CMAQ) Project Selections
7. **Action** Appointment of New Transportation Advisory Committee (TAC) Member
8. **Information & Discussion**
  - a) Commute Trip Reduction Update
  - b) City of Spokane Comprehensive Plan Update – Transportation Chapter
9. SRTC Board Comments
10. Adjournment

## MEETING MINUTES

Agenda Item 5a

Spokane Regional Transportation Council Board  
Thursday, February 9, 2017  
SRTC Office, 421 W Riverside Ave, Ste 500, Spokane WA

### 1. Call to Order

Ms. Amber Waldref brought the meeting to order at 1:00 pm.

### 2. Roll Call/Record of Attendance – Excused Absences

#### Board Members Present:

Amber Waldref, Councilmember, City of Spokane	Matt Ewers, Freight Representative
Mayor Tom Trulove, City of Cheney	Larry Stone, Major Employer Representative
Mayor Steve Peterson, City of Liberty Lake	Brandon Blankenagel, TTC Chair
Josh Kerns, Spokane County Commissioner	Al French, Spokane County Commissioner
Joe Tortorelli, WA State Transportation Commission	Lori Kinnear, Councilmember, City of Spokane
Dee Cragun, Small Towns Representative	E. Susan Meyer, Spokane Transit Authority

#### Board Members Not Present but Represented by an Alternate:

Mike Gribner, WSDOT-Eastern Region - Represented by Mike Frucci, WSDOT-Eastern Region

#### Board Members Not in Attendance:

Ed Pace, City of Spokane Valley	Aspen Monteleone, Councilmember, City of Airway Heights
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#### Guests Present:

Stanley Schwartz, Legal Counsel	Gloria Mantz, City of Spokane Valley
Ron Valencia, Spokane County	Heidi Turnbough, Town of Latah
Cheryl Loeffler, Town of Fairfield	Margo Hill, Eastern Washington University
Jacob Plagerman, Eastern Washington University	Ethan Porter, Eastern Washington University
Rich Burnett, Citizen	Paul Kropp, Transportation Advisory Committee

#### SRTC Staff Present:

Ryan Stewart, Interim Executive Director/Senior Transportation Planner	Staci Lehman, Communications Coordinator
Eve Nelson, Senior Transportation Planner	Greg Griffin, Administrative Services Manager
Amanda Mansfield, Assoc. Transportation Planner	Anna Ragaza-Bourassa, Senior Transportation Planner
	Julie Meyers-Lehman, Administrative Assistant

Ms. Waldref read the names of the following Board members requesting an excused absence from this meeting: Ed Pace and Aspen Monteleone.

**Mr. Krauter made a motion to excuse the absences. Ms. Meyer seconded the motion which passed unanimously.**

### 3. Election of 2017 Board Officers

Mr. Schwartz stated that according to Board bylaws, the Vice-Chair is the presumptive nominee for Chair and Mayor Trulove indicated he was willing to serve should he be elected. Mr. Schwartz reviewed the process and rules for selecting a Chair and Vice-Chair.

**Mr. Peterson made a motion to nominate Mayor Trulove for 2017 Chair. Mr. French seconded the motion. Mr. Schwartz called for additional nominations and there were none. A vote was taken and the motion passed unanimously.**

Mayor Trulove took the seat as Chair.

**Mr. Peterson made a motion to nominate Mr. Pace for 2017 Vice Chair and Mr. Tortorelli seconded the motion.**

Ms. Waldref questioned if the positions of Chair and Vice-Chair typically alternate between larger and smaller jurisdictions. Mr. Schwartz replied that historically that has been the case, but it was not outlined in the bylaws.

**Ms. Kinnear made a motion to nominate Mr. French for 2017 Vice Chair. Mr. Krauter seconded the motion.**

Mr. Schwartz called for additional nominations and there were none.

**Mr. Schwartz asked for a vote by a show of hands for Vice Chair nominee Mr. Pace and there was one. The motion failed.**

**Mr. Schwartz asked for a show of hands for nominee Mr. French and there was a majority. Mr. Schwartz asked if anyone was opposed and there was none. The motion passed.**

Mr. Kerns arrived at 1:08 pm.

#### **4. Public Comments**

There were no public comments.

#### **5. Executive Director's Report**

Mr. Stewart reported that he, Chair Trulove, and Mr. Krauter are involved in the WSDOT 2017 Freight Mobility Plan Update process; they participated in a conference call last Friday and a representative from WSDOT will attend a future Board meeting to provide status on the update. Mr. Krauter commented that participating in the plan update was a very worthwhile endeavor and the Spokane region was well represented in the process.

Mr. Stewart announced that SRTC received final authorization for 2016-2017 MPO and RTPO funds, however Federal Highways funding only goes through April 28 as a result of the continuing resolution and the Board will be kept apprised of the funding situation as that date comes closer.

Mr. Stewart stated SRTC received the draft Obligation Target, noted it is higher than last year, and said the Board will be provided detailed information about it next month.

Mr. Stewart brought attention to the SRTC Year in Review publication. He said information on what the Board and staff have accomplished in the past year was included as well as information on completed transportation projects from member agencies and jurisdictions.

Mr. Stewart called for questions and Ms. Waldref asked if he would provide an overview of the recent meeting with Spokane Tribal Council Vice Chairman Mr. David BrownEagle. Mr. Stewart reported that last month he, Ms. Waldref, and Ms. Ragaza-Bourassa met with Mr. BrownEagle at the request of the Spokane and Kalispel Tribes to discuss potential membership on the SRTC Board. He noted that, from a transportation perspective,

the regional role of the Tribes has increased and the discussion was very productive. Mr. Stewart said the topic would be addressed in the future with the Board Administrative Committee and the Board.

**6. Consent Agenda – Minutes of the January 12, 2017 Board Meeting, January 2017 Vouchers, 2017-2020 Transportation Improvement Program February Amendment, 2017 Transportation Advisory Committee Chair and Vice-Chair**

Recap for January, 2017:	
Vouchers: V120348 to V120358	29,802.90
Salaries/Benefits: Warrant Nos: 367184-367195 and 369591-369601	92,039.57
Interfund, other expenses, and reimbursements processed directly by the City of Spokane	2,176.99
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	124,019.46

**Ms. Meyer made a motion to approve the Consent Agenda as presented. Mr. Krauter seconded the motion, which passed unanimously.**

**7a. Horizon 2040 – Roundtable Report**

Ms. Lehman reported that between July and October 2016 SRTC staff held a series of discussion meetings with stakeholder groups to provide staff and the Board with community perspective on transportation issues. She said 13 groups participated, including major employers, housing and homeless representatives, healthcare professionals, planning commissioners, etc.

Ms. Lehman outlined the four questions asked of each group and described how staff analyzed the answers and then compiled them into common themes. She then summarized each theme and provided examples of the responses.

She said an online survey was sent to the meeting invitees who had been unable to attend, the same questions were asked of them, and she provided some sample responses. She announced the full report would be posted to the SRTC website and roundtable comments would be used to inform the scenario planning process which in turn helps to shape Chapter 4 of Horizon 2040 “Where We’re Going”. She called for questions or comments.

Mr. Stone asked about the method for selecting roundtable participants and Ms. Lehman replied that online research was used for the most part, but staff also requested referrals from other organizations. Ms. Lehman said the goal was to hear input from people that do not normally participate in the transportation planning process. Mr. Stone questioned the value of the report to the planning process since the method wasn’t scientific and the comments and participants were random. Ms. Lehman noted that public participation and community outreach was required of the agency and as the Horizon 2040 update process continues there would be additional opportunities for receiving public input. She noted that using focus groups had been discussed but decided against due to the high cost.

Mr. Ewers noticed that there were no comments regarding freight. Ms. Lehman stated that not every comment was included in the report; however a comprehensive list of each verbatim comment was included in an appendix available upon request.

Chair Trulove thanked Ms. Lehman for her report.

**7b. Horizon 2040 – Draft Chapter One Update**

Ms. Nelson noted the Board would see agenda items regarding the Horizon 2040 Update frequently this year, however no action would be requested until December 2017. She provided a background of Horizon 2040, the regional long term transportation plan, and explained that Chapter One includes details about the federal and state requirements of Horizon 2040, the Interagency Consultation process, and the Guiding Principles.

Ms. Nelson outlined the most significant updates and reported that this chapter had been reviewed thoroughly by both the Transportation Advisory Committee (TAC) and Transportation Technical Committee (TTC). She said the committees reviewed to:

- add new policies if needed
- eliminate any redundancy in policies
- ensure the policies are aligned with the core functions of the agency and do not reach beyond the scope of the agency
- ensure mechanisms are in place to address the policies

She described the eight mechanisms available to SRTC for policy implementation and gave two examples of the policy evaluation exercise. One example was the policy *“During winter weather conditions, ensure snow, ice removal and snow storage are regularly maintained, designed for and/or enforced on roadways and sidewalks to improve user safety and mobility and to keep the transportation system operational.”* Ms. Nelson said the TAC was asked if this policy was overreaching for a regional agency, because in evaluation of this policy within Horizon 2040 it was found that nothing had been done to move the policy forward. She stated that the TAC’s response was they felt SRTC, as a leader in regional transportation, should be asking questions about this policy to member agencies. Staff took that feedback to the TTC, who discussed the topic at length. Ms. Nelson reported the consensus of the TTC was that they felt questions about design for snow maintenance could be addressed in the project application process and she asked for the Board’s input.

Chair Trulove noted that not every jurisdiction has an ordinance to keep sidewalks clear of snow. He remarked that the suggestion about considering project design to accommodate snow events in the application process was a good idea.

Ms. Nelson said another recommendation that was implemented in the draft is to change from seven guiding principles to six due to language duplication; “Choice and Mobility” and “Quality of Life” have been combined. She noted that no new policies were proposed.

Mr. Krauter asked into which category Capacity is placed and Ms. Nelson replied System Operations, Maintenance and Preservation.

Chair Trulove thanked Ms. Nelson for her presentation.

### **7c. Small Town Comprehensive Plan Guidance**

Ms. Mansfield reported that SRTC, in coordination with the Department of Commerce and students of the Eastern Washington University (EWU) Urban and Regional Planning Department, assisted five small towns with their comprehensive plan updates. She introduced EWU students Jacob Plagerman and Ethan Porter, EWU Professor Margo Hill, Fairfield Town Clerk Cheryl Loeffler, and Latah Town Clerk Heidi Turnbough.

Ms. Mansfield distributed copies of the report produced by the students for the Town of Fairfield. She turned the floor over to Mr. Plagerman and Mr. Porter.

Mr. Plagerman stated that the student studio worked with the towns of Fairfield, Latah, Spangle, Rockford and Waverly on their comprehensive plan updates and explained the purpose of the project, which was determining the consistency of the plans with both the Growth Management Act (GMA) and SRTC’s regional transportation

plan, Horizon 2040. He stated that the student's reports identified gaps in the town's consistency and provided recommendations for addressing the gaps.

Mr. Porter described what the students learned in the process and how they would assist the towns with implementation of the recommendations. He reviewed several ways in which SRTC, the Dept. of Commerce and EWU could assist the towns in economic growth and meeting comprehensive plan requirements and called for questions.

Professor Hill thanked SRTC for providing the students an opportunity to learn about small town planning. She thanked Ms. Mansfield for providing valuable technical assistance to the students.

Ms. Turnbough stated that the small town clerks in southern Spokane County were very appreciative to Ms. Mansfield and EWU for the assistance in updating their comprehensive plans.

Chair Trulove thanked Ms. Mansfield, Mr. Plagerman, Mr. Porter and Professor Hill.

#### **7d. Calendar Year (CY) 2016 Quarterly Budget Update**

Mr. Griffin noted that this item was a summary of CY 2016 SRTC revenues and expenses, stated that total revenues and expenses were in line with the budget and called for questions.

Mr. Krauter said he noticed that only about half the budget for travel/training/staff development was spent and questioned if that was a bandwidth issue or an intentional under-spending. Mr. Griffin replied it was not intentional and remarked that the training budget for the upcoming year was slightly higher due to a new Executive Director coming on staff and possibly needing additional training. Mr. Krauter said that was very prudent.

Chair Trulove called for additional questions and there were none.

#### **8. SRTC Board Comments**

Mr. Krauter expressed his thanks for Ms. Waldref for her outstanding contributions as Board Chair as well as in the SRTC Executive Director search process.

Ms. Kinnear stated the past few weeks had been challenging for the City of Spokane due the heavy snow and staff changes in the street department.

Mr. Tortorelli announced that a copy of the Washington State Transportation Commission annual report was at each person's place.

Mr. Peterson also commended Ms. Waldref for her work as Board Chair.

#### **9. Adjournment**

There being no further business, the meeting adjourned at 1:54 pm.

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Julie Meyers-Lehman  
Recording Secretary

**SPOKANE REGIONAL TRANSPORTATION COUNCIL  
VOUCHERS PAID FOR THE MONTH OF FEBRUARY, 2017**

As of this date, March 9, 2017, the Spokane Regional Transportation Council approves the payment of the February, 2017 vouchers included in the following list in the amount of \$ 97,093.84

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Chair

Date	Voucher	Vendor	Description	
1/26/17	V120359	Diamond Plaza LLC	Paulsen Center Suite 500 Rent for February 2017	4,859.19
12/31/16	V120360	Visionary Communications, Inc.	Telephone: Website Hosting and Fiber Services, February 2017	973.88
	V120361	Washington Trust Bank	Office/IT Suplys; Travel Prothman Recruit Consult; BAC lunch; GG WFOA due	639.87
	V120362	Verizon Wireless	IT Services: Wireless Services for Public Outreach Tablets, 1/24/17-02/23/17	40.04
2/1/17	V120363	WA State Dept of Retirement	Employee and Employer Contributions: January 2017	10,919.11
	V120364	Spokesman Review	TIP Amendment SR226975 & Board Workshop Public Notice SR227036	123.32
2/7/17	V120365	Konica Minolta Business Solutions	Lease - Copier: February 2017; Usage January 2017	240.46
	V120366	Integra	Telephone: Lines to 1/7/17 and LD for December 2016	506.53
	V120367	Spokane County Treasurer	Software Support: ESRI-Prepay for December 2017; Ped Hosting, Dec 2016	655.38
2/21/17	V120368	Se7en LLC	New Website development - final payment	1,800.00
	V120369	Witherspoon Kelley Attyns	Legal Svcs January 2017, Administration	1,491.00
	V120370	Friends of Centennial Trail	Sponsor Fee for Bike Swap event Table Display	75.00

Spokane, City of - Salaries/Benefits	Pay Periods Ending: 12/31/16 and 1/14/17	74,434.22
Spokane, City of - MIS	IF DP Services: January 2017	275.17
WA State Dept of Revenue	Use Tax: January 2017	60.67

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<b>TOTAL FEBRUARY, 2017</b>	<b>97,093.84</b>
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Recap for February, 2017:	
Vouchers: V120359 to V120370	22,323.78
Salaries/Benefits: Warrant Nos: 371735-371745 and 373889-373899	74,434.22
Interfund, other expenses, and reimbursements processed directly by the City of Spokane	335.84
	<b>97,093.84</b>



## MEMORANDUM

DATE: March 2, 2017

TO: Members of the SRTC Policy Board

FROM: Amanda Mansfield, Associate Transportation Planner

SUBJECT: 2017-2020 Transportation Improvement Program March Amendment

### Summary

SRTC is proposing an amendment to the 2017-2020 Transportation Improvement Program (TIP) for the month of March. The projects included in this amendment are:

- Spokane County Signal Safety
- Citywide Reflective Signal Backplates
- Citywide Signal Backplates
- SR 290/Spokane River E Trent Br – Replace Bridge
- US 395/North Spokane Corridor
- US 395/NSC – Spokane River to Francis Ave - Grading

Additional details of the project changes included in this amendment are attached to this memo (see **Attachment**).

### *TIP Overview*

The TIP is a programming document that identifies specific projects and programs to be implemented during the upcoming four years. Any project with federal funds from the Federal Highway Administration (FHWA) or Federal Transit Administration (FTA), as well as any regionally significant projects, must be included in the TIP. After a TIP has been incorporated into the Washington State TIP (STIP), project changes can be requested by local agencies. Minor changes can be made administratively by SRTC staff. Significant changes must be made through the amendment process, which requires a 10-day public comment period and action by the SRTC Policy Board.

### Public Involvement

Pursuant to SRTC's Public Participation Plan, this amendment was published for a 10-day public review and comment period from February 15 – February 24 at 4:00 p.m. Notice of the amendment was published in the Spokesman Review and on the SRTC website ([www.srtc.org](http://www.srtc.org)) on February 15. Due to a problem with the new SRTC web site, the public review and comment period announcement did not appear on the site on the planned date. As a result, the period was extended to March 1 at 4:00 p.m. The extended deadline was posted on the site. No public comments were received.

**Policy Implications**

The TIP serves as an important tool in implementing the goals, policies, and strategies identified in Horizon 2040, SRTC's long-range plan. As such, any projects included in the TIP, including projects added through monthly amendments, must be consistent with Horizon 2040. Consistency with Horizon 2040 includes a demonstration of financial constraint and conformity with regional air quality plans. The March amendment has been reviewed by SRTC staff for compliance with federal and state requirements and consistency with Horizon 2040.

**Technical Implications**

TIP amendments must be approved by the SRTC Board in order to be incorporated into the Washington State STIP. Any project receiving federal funds must be consistent with the STIP in order to be eligible for reimbursement on the project.

Pending approval by the SRTC Board, the March amendment will be incorporated into the STIP on or around April 14.

**Prior Committee Actions**

At their February meeting, the TTC unanimously recommended SRTC Board approval of the March amendment to the 2017-2020 TIP.

**Requested Action**

Approval of the March amendment to the 2017-2020 TIP, as shown in the **Attachment**.

**2017-2020 Transportation Improvement Program  
March Amendment (17-03)**

Agency	Project Title Amendment Description	Funding Adjustment		Amendment	
				New Project	Existing Project
1 Spokane County	<b>Spokane County Signal Safety</b> New Project. Design for and improve intersection traffic signal phasing, traffic signal head visibility and pedestrian accessibility at various signalized intersections in unincorporated Spokane County.	Federal (HSIP)	\$476,300	✓	
		Total	\$476,300		
2 Spokane Valley	<b>Citywide Reflective Signal Backplates</b> New project to 2017 TIP, previously in 2015 TIP. Add reflectorized borders to traffic signal backplates at 10 of the city's busiest intersections, intended to reduce collisions at night.	Federal (HSIP)	\$80,100	✓	
		Local	\$900		
		Total	\$81,000		
3 Spokane Valley	<b>Citywide Signal Backplates</b> New Project. Add reflectorized borders to traffic signal backplates at 14 city intersections, intended to reduce collisions at night.	Federal (HSIP)	\$123,830	✓	
		Total	\$123,830		
4 WSDOT	<b>SR 290/Spokane River E Trent Br - Replace Bridge</b> Increase the total project to \$19,867,000. Remove \$14,161,000 in federal (NHPP) and \$905,500 in state (TPP) funds. Add \$15,070,000 in state funds.	NHPP	-\$14,160,000		✓
		TPP	-\$905,500		
		State	\$15,070,000		
		Total	\$4,500		
5 WSDOT	<b>US 395/North Spokane Corridor</b> Remove \$7,104,880 in federal (NHPP) funds. Add \$7,104,880 in state funds.	NHPP	-\$7,104,880		✓
		State	\$7,104,880		
		Total	\$0		
6 WSDOT	<b>US 395/NSC - Spokane River to Francis Ave - Grading</b> Delete project. All project funds obligated in late 2016.	State	-\$2,373,358		✓
		Total	-\$2,373,358		

HSIP Highway Safety Improvement Program  
NHPP National Highway Performance Program  
TPP Transportation Partnerships Program

## MEMORANDUM

DATE: March 2, 2017

TO: Members of the SRTC Board

FROM: Anna Ragaza-Bourassa, Senior Transportation Planner

SUBJECT: Additional Surface Transportation Block Grant (STBG) Program & Congestion Mitigation and Air Quality (CMAQ) Project Selections

### **Summary**

WSDOT's Local Agency Federal Obligation Authority (OA) Policy establishes an obligation target for each Metropolitan Planning Organization (MPO), Regional Transportation Planning Organization (RTPO), and County lead agency every federal fiscal year (FFY). The policy applies to three funding sources that the SRTC Board is responsible for in terms of project identification, prioritization, and selection: Surface Transportation Block Grant (STBG, formerly STP), Congestion Mitigation Air Quality (CMAQ), and STBG Set-Aside (formerly TAP).

If SRTC fails to meet this target by August 1, some of SRTC's federal funds may be lost to other regions across the state. There is also the opportunity for SRTC, should we meet or exceed our target, to receive additional funds from other regions that fail to meet their obligation target.

SRTC's estimated FFY 2017 obligation target is \$11,707,671. Current accounting of planned obligations prior to August 1 is approximately \$11.6 million with \$1.5 million of planned de-obligations, or \$10.1 million of net obligations. To keep us on track to meet or exceed the target, SRTC staff is proposing the following two strategies to obligate additional regional funds by August 1.

**The SRTC Board will be asked to approve additional STBG and CMAQ project selections and will be asked to advance two projects currently programmed in 2019 (year three) of the current 2017-2020 TIP.**

### ***Additional Project Selections***

Approximately \$1.2 million in STBG funds and \$1.9 million in CMAQ funds are anticipated to be available for additional project selections due to pending de-obligations.

After careful consideration of both contingency lists and the ability of project sponsors to obligate funds prior to August 1, SRTC staff, in consultation with the TIP Working Group

and TTC, are proposing to award additional STBG and CMAQ funds to the following projects:

**STBG projects:**

- Spokane – Sprague Ave, Division to Hamilton (PE only - \$440,000 in STBG funds)
- Spokane County – Harvard Road (RW only - \$749,365 in STBG funds)

**CMAQ projects:**

- Spokane County – Street Sweeper Replacements (\$331,170 in CMAQ funds)
- Millwood – Argonne Road, Empire to Liberty Congestion Relief (PE/RW only - \$205,092 in CMAQ funds)
- Spokane – Centennial Trail Gap, Summit Blvd to TJ Meenach Bridge (PE only - \$150,000 in CMAQ funds)
- Spokane Transit – Division Street High Performance Transit Corridor Improvements (bus purchases - \$1,200,000 in CMAQ funds)

Although Spokane Transit's (STA) Division Street High Performance Transit Corridor Improvements project was not on the CMAQ contingency list, it was awarded funding in the last CMAQ call for projects and is currently in the 2017-2020 TIP. The original CMAQ request was for \$2.6 million, but was reduced to \$1,297,500 at the request of STA to free up funding for other projects.

Projects or phases of projects that are able to obligate funds prior to August 1 or are "shovel ready" is a prerequisite for receiving additional STBG and CMAQ funds at this time to position the Region to meet or exceed its federal fiscal year (FFY) 2017 estimated obligation target of **\$11,707,671**. Since project de-obligations essentially decrease the Region's progress in obligating funds and we anticipate approximate \$1.5 million in de-obligations this FFY, it is critical that de-obligated funds be reallocated to projects immediately to allow project sponsors ample time to obligate the funds prior to August 1.

As required in the 2017 TIP Guidebook, SRTC maintains a list of STBG contingency projects (**Attachment One**) and CMAQ contingency projects (**Attachment Two**).

**Advancing Projects**

As outlined in SRTC's 2017 TIP Policies and Procedures Guidebook:

*For the purposes of SRTC's TIP, years one and two of the TIP constitute an 'agreed to list' as defined by 23 CFR 450.330. This means that once a project has been programmed into year one or two of the approved TIP, the project's sponsor(s) can begin implementation of the project by accessing funds. **Projects that are programmed in years three and four of the TIP are not part of the 'agreed to list' and are not eligible for obligation without prior approval by the SRTC Board.***

SRTC staff is recommending SRTC Board approval to advance two projects programmed in 2019 to allow the projects to obligate funds this year.

- Airway Heights' Highway 2 Shared Use Path Gap Project (CN phase)

- Fairfield's First Street Sidewalk Upgrades – Carlton Ave to Spokane Ave (CN phase)

This action is needed in conjunction with the additional STBG and CMAQ project selections to position SRTC to meet or exceed our FFY 2017 obligation target.

### **Public Involvement**

The six additional proposed project selections will be included in the April TIP amendment, which includes a 10-day public comment period.

### **Policy Implications**

The federal fiscal year (FFY) 2017 estimated obligation target is \$11,707,671. Additional “shovel ready” project selections are needed to mitigate pending de-obligations to ensure the Spokane Region is in a position to meet or exceed this target.

In addition, as stated in the Goals and Objectives section of the 2017 TIP Guidebook, SRTC will fully program annual allocations of regional (STBG, CMAQ, and TAP) funds. Programming these pending returned STBG and CMAQ funds is a critical step for SRTC to achieve this particular goal.

### **Technical Implications**

Any additional project selections will need to go through the April TIP amendment process.

### **Prior Committee Actions**

At their February meeting, the TTC recommended SRTC Board approval of the additional STBG and CMAQ project selections as detailed above in the Additional Project Selections section of this memo.

### **Requested Action**

1. Approval of additional STBG and CMAQ project selections as outlined in this memo. Any project selections must obligate regional funds prior to August 1, 2017 or risk losing the funds.
2. Approval to advance two projects programmed in 2019 of the 2017-2020 TIP as outlined in this memo.

## 2017-2019 Surface Transportation Program (STP) Call for Projects FINAL Contingency List -

*approved by SRTC Board October 9, 2014; modified by SRTC Board September 10, 2015*

Agency	Project Name	Project Type	Amount Remaining (to fully fund project)	TOTAL SCORE
Cheney	Washington - Betz to Oakland <i>(Partially Funded)</i>	Preservation	\$252,093	<b>63.44</b>
Spokane County	Brooks Rd - City limits to MP 1.87 <i>(Partially Funded)</i>	Reconstruction	\$1,000,000	<b>71.00</b>
Spokane	Sprague Ave - Division to Hamilton	Improvement	\$3,407,830	<b>77.13</b>
Spokane	Sprague Ave - Hamilton to Cook	Improvement	\$3,803,476	<b>75.44</b>
STA	Four Lakes Station	Other	\$280,000	<b>72.88</b>
Spokane County	Harvard Rd	Improvement	\$4,357,225	<b>70.97</b>
Spokane Valley	Sullivan/Euclid PCC Intersection **	Reconstruction	\$1,859,750	<b>69.25</b>
Liberty Lake	Liberty Lake Rd Reconstruction *	Reconstruction	\$1,157,000	<b>68.63</b>
Spokane Valley	Broadway - Argonne/Mullan PCC Intersections **	Reconstruction	\$1,470,500	<b>68.31</b>
Spokane	Rowan - A St to Ash	Reconstruction	\$2,387,000	<b>68.16</b>
Spokane	Indiana - Hamilton to Perry	Reconstruction	\$1,281,000	<b>67.81</b>
Spokane County	Palouse Hwy - Windmill to Jamieson	Preservation	\$347,117	<b>67.50</b>
Spokane Valley	Argonne Reconstruction (PCC)- Indiana to Montgomery	Reconstruction	\$3,243,750	<b>67.25</b>
Spokane County	Argonne Rd - Spokane River to Wellesley	Preservation	\$1,271,925	<b>67.10</b>
Spokane County	57th - Perry to Palouse Hwy	Preservation	\$957,218	<b>65.75</b>
Spokane	Centennial Trail Gap Study - Boone to TJ Meenach	Other	\$250,000	<b>64.43</b>
Spokane County	Bigelow Gulch Phase 5 - Forker Connector	Improvement	\$3,700,000	<b>63.66</b>
Spokane	Howard Street South Bridge: TSL Study	Other	\$225,000	<b>63.34</b>
Spokane County	Hawthorne Rd - Waikiki to US 395	Reconstruction	\$672,741	<b>63.07</b>
Rockford	Missile Base Rd/Weaver Rd	Reconstruction	\$737,000	<b>62.09</b>
Cheney	Betz Road - N 6th to Washington	Preservation	\$296,700	<b>62.07</b>
Spokane	Fish Lake Trail Connection to Centennial Trail Design	Other	\$250,000	<b>61.63</b>
Spokane Valley	Sullivan - Trent to Wellesley **	Preservation	\$285,450	<b>59.47</b>
Cheney	Simpson Parkway	Preservation	\$319,700	<b>57.91</b>
Cheney	Cheney Spokane Rd	Preservation	\$326,100	<b>57.72</b>
Deer Park	W. Fourth Street Improvements	Improvement	\$544,485	<b>55.41</b>
Spokane	Peaceful Valley Trail Design	Other	\$250,000	<b>53.91</b>
Spokane Valley	Barker Rd - Appleway to I-90	Improvement	\$3,460,000	<b>51.50</b>
Airway Heights	US 2 Bypass (21st Avenue)	Improvement	\$1,675,000	<b>51.38</b>
Spokane Valley	Mission Ave - Flora to Barker	Improvement	\$3,200,000	<b>50.34</b>
Spokane County	Trails Rd - Deno to Old Trails Rd	Preservation	\$1,050,110	<b>48.28</b>

\* Score has changed based on the pavement review conducted in July 2014

\*\* Score was changed based on the pavement reviews conducted in May 2014

**2018-2020 CMAQ Call for Projects**  
**CMAQ Contingency List - approved by SRTC Board October 8 ,2015**

Agency	Project Name	Type of CMAQ Project	CMAQ Project Category	CMAQ Request	TOTAL SCORE
STA	Transit Rider Education and Marketing Strategies	Education & Outreach	TDM	\$450,000	<b>54.66</b>
Spokane	Sunset Highway Bicycle Facilities/Shared-Use Path (full request \$1,137,150) *	Bike/Ped, Transit Improvements	TDM	\$783,845	<b>49.81</b>
Spokane Valley	Evergreen & Broadway ITS	ITS	Traffic Flow	\$1,617,550	<b>52.44</b>
STA	Bicycle Storage Improvement at Transit Facilities	Bike/Ped	TDM	\$584,000	<b>48.50</b>
Spokane County	Street Sweeper Replacement	Street Sweepers	PM-10	\$331,170	<b>45.38</b>
Millwood	Argonne Road, Empire to Liberty Congestion Relief	Traffic Flow Improvements	Traffic Flow	\$1,117,550	<b>44.75</b>
Spokane	Centennial Trail Gap - Summit Blvd to TJ Meenach Bridge	Bike/Ped, Transit Improvements	TDM	\$1,253,525	<b>40.19</b>
Spokane	Sprague Ave., Sprague Way to Smith Street	ITS	Traffic Flow	\$982,205	<b>35.69</b>

\* Partially Funded Project



## MEMORANDUM

DATE: March 2, 2017  
TO: Members of the SRTC Board  
FROM: Amanda Mansfield, Associate Transportation Planner  
SUBJECT: Appointment of New TAC Member

### **Summary**

In February 2017, Brandi Colyar, a member of the Transportation Advisory Committee (TAC), resigned her position due to a change in employment. At the December 2016 SRTC Board meeting, the Board appointed three replacement members to the TAC in the event that any current TAC member resigns. The applicants appointed as replacement members are:

- Pat Harper
- Jim Carollo
- Rhonda Young

The applications submitted by the replacement members will be available at the March Board meeting. The TAC Member Matrix, which provides the occupation, focus areas, and city of residence of current TAC members and replacement members is attached to this memo (see **Attachment**).

### **Public Involvement**

The member and replacement member application period was publicized through press releases, a newspaper ad, Craigslist posting, website and social media, community calendar postings and by word-of-mouth by SRTC committee members and partners.

### **Policy Implications**

Per SRTC's Committee Bylaws, the TAC shall have 13 members. Selecting one member will put the TAC at the correct number for 2017.

### **Technical Implications**

None.

### **Prior Committee Actions**

Replacement members were appointed at the December 2016 Board meeting and announced at the January 2017 TAC meeting.

### **Requested Action**

Appointment of one of the following replacement TAC members to the one open position on the TAC for the term starting January 1, 2017 and ending December 31, 2019:

- Pat Harper
- Jim Carollo
- Rhonda Young

Name	City of Residence	Occupation/Employer	Focus Areas	Term
<b>2017 TAC Current Members</b>				
<b>Paul Kropp</b>	Spokane County	Retired Architect		Dec-17
<b>Rosemarie Schmidt</b>	Spokane County	Registered Nurse	Non-Motorized Advocate	Dec-17
<b>Greg Francis</b>	Southeast Spokane City	IT at ALSC Architects	Public transit, sustainability	Dec-17
<b>John Dietzman</b>	NW Spokane City	Retired Chemical Engineer	Fiscal responsibility for projects	Dec-18
<b>Hank Greer</b>	Mead		Bicycles/Rail	Dec-18
<b>Robert J Race Sr</b>	Spokane Valley	Retired from Inland Empire Distribution Systems	Freight moving	Dec-18
<b>Margaret Watson</b>	SE Spokane City		Bridging the Valley	Dec-18
<b>Ben Wick (Chair)</b>	Spokane Valley	IT Manager	Preservation/Maintenance Funding, Bridging the Valley	Dec-18
<b>Kennet Bertelsen (Vice-Chair)</b>	SW Spokane City	Engineer / Consultant	Non-Motorized Advocate	Dec-18
<b>James Simon</b>	Downtown Spokane	Gonzaga University	Public Transit/Non-Motorized transportation	Dec-18
<b>Brandi Colyar (<u>resigning from position</u>)</b>	Spokane Valley	Engineer w/ Adams Co.	traditional automobile user, non-motorized	Dec-19
<b>Greg Szabo</b>	North Spokane	Director of Public Relations & Development - Inland Northwest Lighthouse for the Blind	People with disabilities	Dec-19
<b>Yolanda Lovato</b>	Downtown Spokane	WA Dept of Social & Health Services	seniors, people with disabilities	Dec-19
<b>2017 TAC Replacement Members</b>				
<b>Pat Harper</b>	North Spokane	recently retired- worked at Downtown Spokane Partnership	pedestrian, multi-modal	Dec-19
<b>Jim Carollo</b>	South Spokane	Retired- real estate	public transportation	Dec-19
<b>Rhonda Young</b>	West end of South Spokane	Associate Professor of Engineering at Gonzaga	traditional automobile user, non-motorized	Dec-19