

Board of Directors Meeting

Thursday, October 8, 2020 • 1:00 PM – 3:00 PM

Virtual Meeting via Teleconference

PUBLIC NOTICE:

Due to COVID-19 and in accordance with the Governor Inslee's proclamations 20-25.7 and 20-28.8, the SRTC office is closed to the public and no in-person meetings will be held until further notice.



Members of the public are invited to watch the meeting at:

<https://us02web.zoom.us/j/9394879626?pwd=ZFRmL2RJTkx4SGowV2YwOUdxMGVTZz09>

Meeting ID: 939 487 9626 | Passcode: 234239

Or listen by phone at: 1-253-215-8782

Meeting ID: 939 487 9626 | Passcode: 234239



Public comments can be submitted by email to contact.srtc@srtc.org or by phone to 509-343-6370. Deadline for submitting comments is 10:00 am on the day of the meeting.



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 at least 48 hours in advance.

Board of Directors Meeting

Thursday, October 8, 2020 • 1:00 PM – 3:00 PM

AGENDA

- 1:00 1. Call to Order / Record of Attendance / Excused Absences
1:02 2. Public Comments
1:07 3. Executive Director's Report

ACTION

- 1:12 4. Consent Agenda
 a) September 2020 Meeting Minutes Page 3
 b) September 2020 Vouchers Page 9
1:13 5. 2021-2024 Transportation Improvement Program (*Eve McMenemy*) Page 10
1:23 6. TIP Delivery & Project Readiness Policies (*Eve McMenemy*) Page 17
1:33 7. Resolution 20-03: Declaring Intent to Add New Voting Members and
 Providing for Other Administrative Matters Related Thereto Page 23
 (*Chair Ben Wick*)

INFORMATION AND DISCUSSION

- 2:03 8. DATA Project Update (*Mike Ulrich*) Page 28
2:18 9. Legislative Regional Priority Projects (*Chair Ben Wick*) Page 30
2:33 10. Board Member Comments
2:40 11. Adjournment

Attachments

- 3Q 2020 Budget Update Page 33
- Draft 2020 Board Meeting Agendas Page 36
- Summaries of September Transportation Technical Committee & Transportation Advisory Committee Meetings Page 37

MEETING MINUTES

Spokane Regional Transportation Council
 Board of Directors Meeting – Thursday September 10, 2020
 Zoom Video Conference Meeting

1. **Call to Order** – Chair Ben Wick brought the meeting to order at 1:02 pm.

2. **Roll Call/Record of Attendance/Excused Absences**

Board Members Present:

Mayor Ben Wick	City of Spokane Valley (Chair)
Council Member Paul Schmidt	City of Cheney (Vice-Chair)
Council Member Sonny Weathers	City of Airway Heights
Mayor Shane Brickner	City of Liberty Lake
Council Member Lori Kinnear	City of Spokane
Council Member Kate Burke	City of Spokane
Larry Stone	Major Employer Rep.
Matt Ewers	Rail/Freight Rep.
Commissioner Al French	Spokane County
Commissioner Mary Kuney	Spokane County
E. Susan Meyer	Spokane Transit Authority
Kennet Bertelsen	TAC Chair
Karl Otterstrom	TTC Chair
Council Member Micki Harnois	Town of Rockford, Small Cities/Towns Rep.

Board Alternates Present

Larry Larson WSDOT-East. Region

Guests Present

Adam Jackson	City of Spokane Valley
Brandon Blankenagel	KPFF
Anna Ragaza-Bourassa	WSDOT HQ
Char Kay	WSDOT-East. Region
Katy Allen	City of Liberty Lake
Chad Coles	Spokane County
Joe Tortorelli	Good Roads Assoc.
Katherine Miller	City of Spokane
Gabe Phillips	WSDOT HQ
Paul Kropp	

Board Members Not Present:

Kelly Fukai WA St Transp. Commission

SRTC Staff Present:

Sabrina Minshall	Executive Director
Eve McMenamy	Principal Transportation Planner
Jason Lien	Principal Transportation Planner
Mike Ulrich	Principal Transportation Planner
David Fletcher	Assoc. Transportation Planner III
Michael Redlinger	Assoc. Transportation Planner II
Kylee Jones	Assoc. Transportation Planner II
Julie Meyers-Lehman	Admin-Exec Coordinator
Greg Griffin	Administrative Services Manager
Stanley Schwartz	Legal Counsel

Chair Wick read the names of member/s requesting an excused absence: Kelly Fukai

Mr. Schmidt made a motion to excuse the absence. Mr. French seconded the motion. All votes were in favor.

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

4. **Executive Director’s Report** – Ms. Minshall reported on:

- She is serving on three WSDOT committees; WSDOT Freight Committee, WSDOT Investment Alignment and WSDOT TSMO. She is happy to address questions about the work of these groups.
- Newly launched public engagement platform for the DivisionConnects study
- WSDOT Consolidated Grant Program opportunity for public transportation programs. Deadline for application is Oct. 30

- SRTC Freight Subject Matter Expert Team met for the third time and reviewed preliminary ATRI origin and destination data. Geography students from EWU are assisting with work on GIS freight data. The Board will be presented with additional information about the freight plan in November.
- The WSDOT Freight Committee is developing a report about the creation of a statewide freight advisory group to WSDOT. The committee’s draft recommendation will be circulated to Board members.
- SRTC staff will be reaching out to member agency staff for a status updates on projects contained in the Transportation Improvement Program (TIP) and projects on the Priority Project list.
- Staff is developing a plan for a call for projects for preservation projects, expected to be released in the first half of 2021.
- An update of SRTC’s DATA Project. She noted that input from member agencies is vitally important to this project, which will be a major tool revision in the next MTP update. Since the pandemic has suspended in-person stakeholder meetings, an online stakeholder engagement platform has been launched, but not many agencies have participated to date. She asked members to please relay to their agency staff the importance of their engagement by providing comments or letting SRTC staff know if there are preferred methods to obtain their feedback.

ACTION ITEMS

5. Consent Agenda (a) August 2020 Meeting Minutes (b) August 2020 Vouchers (c) 2020-2023 Transportation Improvement Program (TIP) September Amendment – Chair Wick called for any discussion of the consent agenda. There was none.

Mr. Schmidt made a motion to approve the Consent Agenda as presented; Mr. Stone seconded. Motion passed unanimously.

Recap for August 2020:	
Vouchers: V121344-V121367	71,118.12
Salaries/Benefits Pay Periods Ending: 8/8/20 and 8/22/20	68,759.43
Spokane County Treasury Monthly SCIP fee - AUGUST 2020	24.50
	139,902.05

6. 2021 Member Dues – Mr. Griffin noted that the Board discussed dues last month and were presented with two options: (1) Keeping dues at the same level as 2020 or (2) A one-time 25% reduction of the 2020 level. Subsequent to that discussion SRTC received comment from City of Airway Heights that they would prefer the second option; no other feedback was received.

Mr. Griffin re-capped the membership dues provision from the SRTC Interlocal Agreement. He said due to the COVID-19 pandemic, it is not recommended to implement scheduled third year of the three-year plan to raise dues 15% per year. He spoke about the agency cash reserves and having 10 full-time employees in 2021 rather than 11. Chair Wick asked Mr. Weathers if he would like to comment. Mr. Weathers said that due to the unknowns of the future economic environment and fiscal constraints, the city had asked that the reduction in dues be considered if possible; however, he does not want to compromise the good work of SRTC by decreasing their revenues.

Mr. French made a motion to approve CY member 2021 dues at the same per-capita rate as 2020, allowing only for increases as a result of updated population figures; Mr. Brickner seconded. All members voted in favor.

7. SRTC Forecasting Part 3: Land Use Forecast-Methodology Adoption – Mr. Ulrich noted this was the third installment in the three-part series discussing growth management act and regional land use. He explained the relevance of this topic to the Board and recapped the discussion at the August Board meeting, emphasizing that forecasting should be based on the regional distribution on jobs and population, not on jurisdictional population. He outlined the critical changes from the previous forecasting process:

1. Stop assuming a jurisdiction’s historical share of county-wide growth will continue into the future
2. Apply Transportation Analysis Zone (TAZ) data with a bottom-up approach instead of top-down

3. Create a quantitative, consistent, and documented approach to TAZ-level capacity determinations

Mr. Ulrich said in Feb. 2020 the Transportation Technical Committee (TTC) established a subject matter expert team to review the staff proposed methodology; membership of the team was included in the packet. The team's feedback was incorporated into the document and last month the TTC unanimously recommended that the SRTC Board use the land use forecast methodology recommended by staff.

Mr. Otterstrom commented that the TTC considered the methodology and is supportive of the bottom-up approach because it relies on the data of an individual TAZ's capacity for growth.

Mr. French spoke about the population target information used by the Steering Committee of Elected Officials for the most recent comprehensive plan updates. He said each jurisdiction determined for themselves what level of population growth they would be able to absorb in a 20-year period. He is frustrated with the fact that in 2016 the County identified a projection number, which was challenged so it was reduced, and how there is a housing shortage. He said the numbers don't always predict the future which is why there are policy makers that identify and influence what the final numbers will be. Mr. French also stated that said not using market factor to calculate capacity is inconsistent with countywide planning policy.

Mr. Ulrich replied that while market factor, which is a percentage of expected capacity not to be consumed, will not be applied as a distinct step in this methodology. Instead, a logistic curve approach will be applied to each TAZ and this is effectively the same thing as applying a market factor on the front end. He said the idea of a market factor is accounted for in this methodology, although not identical to the way it is done in countywide planning policies. Mr. Ulrich said staff held discussions with City of Spokane and SRTC's legal counsel and there is no requirement that of which anyone is aware that states an MPO must use the exact same methodology as countywide planning policy for LQA for the MPO's forecasting purposes. He said the methodology uses three of the same steps at the TAZ level and to more accurately indicate future capacity applies the logistic growth curve to supplement the market factor.

Mr. Larson asked about the plan for collaboration going forward. Mr. Ulrich explained there will be two touch points with local land use authorities, the topic will be presented to the Board throughout 2021 as part of the MTP update, public outreach on the MTP update, and ultimately a Board vote on the MTP update in December 2021.

Ms. Minshall spoke about the challenges with countywide planning policies and the GMA in general. She pointed out that while those are parallel process, SRTC has a responsibility to do forecasting and improvements as agency policy and as a part of the responsibilities as an MPO. She commented that local comprehensive plans go to 2037 and the MTP is federally required to go to 2045; those staggered dates create some of the incongruencies being discussed today. Ms. Minshall said the word "consistent" in planning documents does not necessarily mean "exact".

Mr. Weathers stated that he appreciates the issues and frustrations in the past and there is no perfect planning system, but what has been presented today is an objective approach with greater consistency across jurisdictions and contains opportunities for jurisdictions input and rebuttals.

Mr. Weathers made a motion for Board adoption of the land use methodology for Horizon 2045 as presented and recommended by SRTC staff. Mr. Brickner seconded. Motion passed 10-2, with Mr. French and Ms. Kuney opposing the motion.

INFORMATION & DISCUSSION ITEMS

8. Transportation Advisory Committee (TAC) Work Plan Follow Up – Mr. Bertelsen said a few Board comments were received after the presentation of the TAC Work Plan at the last Board meeting; he and Mr. Gribner had a long conversation as well. He noted that additional language to the work plan was incorporated and reviewed by the TAC at their August meeting. He said overlap/separation of work done by the TTC was discussed so that each committee is maximizing time and efficiency; the roles and responsibilities of each

committee was clarified. Mr. Bertelsen said the TTC and the TAC will approach topics from different angles and they may not always agree, but this isn't necessarily a bad thing as that can foster stronger discussions and recommendations brought before the Board. There were no questions or discussion.

9. 2021-2024 Transportation Improvement Program (TIP) Overview – Ms. McMenemy summarized what TIP is and explained there are 69 regionally significant and/or federally funded projects in this TIP which total \$714 of investments in the next four years. She highlighted the number and percentage of projects by type and the determinations each project must go through before incorporation into the TIP. She described the six new projects, the public involvement process, and the TIP adoption timeline. There were no questions or discussion.

10. TIP Delivery and Project Readiness Policies – Ms. McMenemy discussed the requirements and deadlines for federal obligation targets. While this year SRTC exceeded the target, two out of the last six years (33%) the target has not been met. To ensure that obligations targets are met more consistently a process to improve project delivery and strategies meet the target earlier in the year began this spring and presented a timeline of discussions, including the discussion at the last TTC meeting. Ms. McMenemy said the input from that discussion were incorporated into these strategies, which will be presented to the Board for information in September and for approval in October. If approved, the strategies will become part of the 2021 TIP Guidebook.

She provided details about;

- TIP Guidebook policy change recommendations
 1. Increase flexibility to move projects into an earlier year of the TIP
 2. Conduct a biennial SRTC preservation call for projects
 3. De-federalize funding for flexibility
- Recommended updates to TIP practices
 1. Phasing for larger projects
 2. Move the internal SRTC obligation target date to June 30
 3. Require agencies to submit a Plan B for delivery options

Mr. Schmidt asked if these policies would have helped those the two times that the target was missed. Ms. Nelson said she could only speak to the last time, which was the result of a large, unforeseen de-obligation. She said in this instance none of these policies would have impacted the missed target.

Chair Wick suggested providing notice to all jurisdictions/agencies of the planned staged target deadline date change as early as possible. Ms. McMenemy spoke about the two policies changes that did not move forward by the TTC and explained the reasons behind their decisions.

11. SRTC Interlocal Agreement: Update and Compliance with RCW 47.80.050 – Mr. Schwartz said the memo was created by himself, Ms. Minshall and Chair Wick and is before the Board based upon the change in State law. On August 1 2019 the legislature passed engrossed Bill 1584 requiring all Regional Transportation Planning Organizations (RTPO) offer membership to local Tribes. The language in the statute says that Tribes must be offered membership every two years or when the composition of the Board is modified in an Interlocal Agreement. Deadline for compliance is August 1, 2021 and the penalty for failure to comply is loss of RTPO funding.

Mr. Schwartz said there are two options for a plan going forward. First, the current ILA says new members can be added by a majority vote of the Board. If new Tribal members are added, this will make SRTC compliant with state law but other provisions of the ILA will be affected, such as weighted voting. Section 13 of the ILA reads that upon majority consent of the voting members, new members may join the council upon written acceptance of the terms of the agreement. He said this is a very simple approach; add the Spokane and Kalispel Tribe as members of the SRTC and they join the ILA upon their acceptance. Mr. Schwartz said his interpretation is that if the Tribes become members, then weighted voting necessarily be amended to reflect that, otherwise the ILA will become internally inconsistent. Once compliance with the law is met, the other revisions of the ILA can then be addressed.

The second approach is to comprehensively review the entire ILA at one time, take comments/suggestions from all members, and create an updated ILA. This would require that a process be established by the Board in terms of announcing to all members, seeking input, directing input to be vetted, then put that into language that would come into the ILA, and must be completed by 08/1/2021. Mr. Schwartz said the draft ILA would be reviewed by attorneys representing each the agency/jurisdiction. He pointed out that Spokane International Airport withdrew membership from SRTC and this will be addressed in the amendment as well.

The group discussed at length. Some comments included:

- Mr. French said this topic has been discussed by the Board already and curious why it keeps coming back for reconsideration. The last direction the Board gave was that we would deal with membership structure as part of the ILA renegotiation next year. If new members are added now they will have a role in the new ILA and it shifts the attention and emphasis for the ILA. He said re-doing an ILA is very challenging effort, it requires 100% approval of all members, and the last time it took almost 12 months. Updating the ILA now to add two new members and then doing a second time after the census data is released seems like very large a waste of time for this Board, which is why the Board came to a consensus to wait and do it all at once. He said it can be done before the deadline if the process begins now.
- Ms. Burke said she disagreed and said the Board has not come to a consensus about this issue yet. She believes that this body has received requests for Tribal membership and this body owes it to them to move this forward. She said the details can be figured out as the process develops; waiting to take action shows a negative vision of who we are as a body. Being inclusive is something we have been pushed to do; we are supposed to be thinking regionally. This adds another layer of a holistic approach to choose where the funding goes.
- Ms. Harnois commended that she was on the Board in 2013 when the last ILA was created. She remembers that at that time there was a special invitation to the Tribes to take part in the discussions. She is glad that Tribes will be members of SRTC.
- Chair Wick said he is hearing that it took over a year to update the ILA last time and knowing that it also means funding could be in jeopardy if it takes longer than August 1, 2021 to implement, just want to make sure all members are aware. There is no decision to be made today, just trying to get a consensus as to which path the Board would like to take.
- Mr. French said the Board has not said denied membership to the Tribes, just that there is an ILA process already in the works prior to the request from the Tribes and prior to the legislation. He said the group should honor the process and do the work that has to be done. There are a lot of items in the ILA that have to be addressed so it can sustain this organization for the next 10 years. Our obligation is to the organization and how we are going to function until we revisit the ILA again in 2030.
- Mr. Larson suggested that the Tribes be invited to participate and the ILA work begin simultaneously.
- Mr. French said perhaps they could be invited as ex-officio members until the new ILA is in place.
- Ms. Burke agrees with Mr. Larson and made a motion to extend an invitation for SRTC Board membership to the Tribes now. Chair Wick said the agenda item today is for discussion, not action
- Mr. Larson said he does not see why the Tribes can't be involved in the ILA process.
- Mr. French questioned who from the Tribes will be allowed to be Board members; only elected Tribal officials? Because right now current member agencies can only have an elected official as their representative on this Board. He restated that the ILA needs agreement from 100% of members and it is very difficult to craft a document that everyone can agree upon. He is concerned that it is not known how these new members will vote on the ILA.
- Mr. Schmidt said the Board Administrative Committee has been discussing this for some time and is aware that once you open the ILA it can go in a lot of different ways. However, the Legislature has taken action and there could be penalties for non-compliance.
- Ms. Meyer remarked that she was a Board member in 2013 and took part in the ILA development at that time. She suggested that the ILA should be updated in the same process as it was in 2013. She said comprehensive update of all revisions for a new ILA is the best course of action.

- Ms. Kinnear said she is disturbed by the statement made earlier that it is unknown how these new members will vote; she commented that there were multiple new members joining the Board earlier this year and yet there is no hesitation about their participation in the process.
- Mr. Larson said waiting to extend membership invitations until August 2021 does not look good. Mr. Weathers feels an invitation for membership should be voted on by the Board next month. Mr. Larson suggested drafting an invitation letter for review by the Board next month; Mr. Brickner agreed. Chair Wick asked if there were any objections to this suggestion. Hearing none, he said he will take that as direction which will be hopefully be presented before the Board at the next meeting
- Ms. Meyer pointed out that all members pay dues and the dues structure for Tribes will have to be discussed.
- Mr. Schwartz said based on his understanding of how the Board wishes to proceed, he will create a draft resolution that (1) explains the reason this is being done and (2) leaves several parameters open for additional discussion by the Board, such as who will be representing the Tribes (elected officials?), dues, and the effective date of new membership. He asked if this was acceptable; no one said anything to the contrary.

12. Board Member Comments

- Mr. Weathers announced that as a member of the Washington Air National Guard, he is being deployed for several months and while he expects to have connectivity to attend meetings, it is possible that he may be absent.

13. Adjournment - There being no further business, the meeting adjourned at 2:56 pm.

Julie Meyers-Lehman, Clerk of the Board

VOUCHERS PAID FOR THE MONTH OF SEPTEMBER 2020

<u>Date</u>	<u>Voucher</u>	<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
8/28/20	V121368	Diamond Plaza LLC	Paulsen Center Suite 500/504 Lease for September 2020	7,741.44
	V121369	Washington Trust Bank	Office splys; postage; Project Mgmt software; website host renewal	1,028.34
	V121370	WA State Dept of Retirement	Employee and Employer Contributions: August 2020	13,862.11
	V121371	Kylee Jones	KJ reimburse for remote worksite office supplies	82.07
	V121372	WA ESD - UI Tax Administration	UI Tax Billing Stmt for UI claim Q2 2020	1,999.51
9/9/20	V121373	Intrinium	Fortinet software services - annual renewal	707.85
	V121374	Verizon Wireless	IT Svcs: Wireless Svcs E.D. Phone & Public Outreach Tablets, 6/24-7/23/20	99.41
	V121375	Rehn & Associates	Staff Payroll Deduction Health Ins Contributions: Pay Period 2020-19	495.00
	V121376	Intrinium	Managed IT Services - Mnthly Sept	1,935.00
	V121377	Parametrix	Division St Corridor Study 5/31/20 - 7/04/20	27,823.36
	V121378	Spokane County Treasurer	ESRI Software Support - July 2020	753.02
	V121379	Allstream	Telephone: Lines to 9/7/20 and Long Distance for August 2020	473.93
	V121380	Visionary Communications, Inc.	Fiber Services, July 2020	953.31
	V121381	Intrinium	On site work mileage/parking	10.11
	V121382	BERK Consulting	MTP Financial Forecast: Proj Mgmt & Inventory Potential Rev sources	10,400.00
	V121383	Rehn & Associates	Admin fee August '20	75.00
	V121384	Spokesman Review	Advertising TIP amendment public notice	157.86
9/21/20	V121385	AWC Employee Benefit Trust	September '20 Benefit Insurance Premiums	10,350.10
	V121386	Fehr & Peers	US-195/I-90 Study for 6/27/20 - 7/31/20 Phases 2, 3 & 4	40,820.84
	V121363	Pacific Office Automation	Copier lease July 2020	142.91
	V121364	Resource Systems Group Inc	Tasks1.1/1.2/1.3 July 2020 D.A.T.A. work	14,989.91
	V121387	Leland Consulting LLC	MTP update - Land Use Forecast - Activity thru 8/31/20	2,901.60
	V121388	Leland Consulting LLC	MTP update - Market Based Land Use Forecast - Activity thru 8/31/20	1,392.41
	V121389	Witherspoon Kelley Attnys	Legal Services for August 2020 - Admin	1,997.50
	V121390	Parametrix	Division St Corridor Study 7/05/20 - 8/01/20	16,120.37
	V121391	Rehn & Associates	Staff Payroll Deduction Health Ins Contributions: Pay Period 2020-20	495.00
	V121392	Fehr & Peers	US-195/I-90 Study for 8/1/20 - 8/28/20 Phases 2, 3 & 4	11,660.90
			Salaries/Benefits Pay Periods Ending: 9/5/20 and 9/19/20	69,127.91
9/30/20			Spokane County Treasury Monthly SCIP fee - August 2020	25.22
TOTAL SEPTEMBER 2020				238,621.99

Recap for September 2020:		
	Vouchers: V121368-V121392	169,468.86
	Salaries/Benefits Pay Periods Ending: 9/5/20 and 9/19/20	69,127.91
	Spokane County Treasury Monthly SCIP fee - August 2020	25.22
		238,621.99

As of 10/8/20, the Spokane Regional Transportation Council Board of Directors approves the payment of the September 2020 vouchers included in the list in the amount of: **\$238,621.99**

Chair

To: SRTC Board of Directors

October 1, 2020

From: Eve McMenamy, Principal Transportation Planner

Topic: 2021-2024 Transportation Improvement Program (TIP)

Requested Action:

Approval of the 2021-2024 Transportation Improvement Program (TIP).

Key Points:

- SRTC staff has prepared the 2021-2024 TIP. SRTC is required to develop a TIP which includes a list of projects and programs to be carried out in the Spokane Metropolitan Planning Area (SMPA) in the upcoming four-year period.
- 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. Once approved by the SRTC Board, the TIP is incorporated into the Washington State TIP (STIP) which is reviewed and approved by FHWA and FTA.
- The TIP is an important tool for implementing the goals and policies of the Metropolitan Transportation Plan (MTP). Projects that are programmed in the TIP must be consistent with the MTP.
- The draft 2021-2024 TIP document has been available to the public for viewing on the SRTC website since September 1 and can be accessed here: [2021-2024 TIP Final Draft](#) Five public comments about the draft TIP were received and are shown on the **Attachment**.
- The TTC recommended Board approval of the TIP at their September 23rd meeting.
- There are six new projects in the draft TIP as listed below:
 1. Spokane Valley Sullivan/Trent Interchange Design
 2. WSDOT Eastern Region Spokane Communication Switches, Upgrade
 3. WSDOT US2/Deer Park & Milan Rd-Roundabout Conversion
 4. WSDOT I-90/Sprague Interchange to SR 904 Interchange-Illumination Rebuild
 5. WSDOT I-90/3rd Ave Crossing Bridge Deck Rehabilitation
 6. WSDOT US 305/Hastings Road-Signal Rebuild

Board/Committee Discussions:

The draft 2021-2024 TIP was first presented to the Board at their September 10, 2020 meeting. The Transportation Technical Committee (TTC) discussed the TIP at their August 26 meeting and at the September 23 meeting unanimously recommended Board approval.

Public Involvement:

As specified in SRTC’s Public Participation Policy, the development and approval of the TIP included a 30-day public comment period which ran from September 1 – 30. A virtual public meeting was held on at 12:00 pm on September 15; a recording of the meeting was posted to YouTube for additional viewing opportunities. All discussions of the TIP document at Board and TTC meetings were open to the public.

Supporting Information/Implications

Below is the schedule for the development and approval of the 2021-2024 TIP:

2021-2024 TIP Development Schedule	
August 1	Agencies must submit the required information for all regionally significant and/or federally funded projects to SRTC in Secure Access Washington (SAW)
August 1	Complete Streets Checklists due to SRTC for projects that are not exempt from the Safe & Complete Streets policy or were not previously submitted with an SRTC call for projects.
July-August	TIP Development– review project information in SAW, finalize project list, fiscal constraint analysis, air quality conformity determination.
August 26	TTC meeting – TIP Overview
September 1 - 30	30-day public comment period
September 9	Board meeting – TIP Overview
September 15	Public meeting to review draft TIP
September 23	TTC meeting – Recommend approval of draft TIP
October 9	SRTC Board Approval
October 26	WSDOT STIP Due Date
~ January 15	FHWA/FTA STIP Approval

More Information:

- For detailed information contact: Eve McMenamy at (509)343-6370 or evemc@src.org.

DRAFT 2021-2024 TIP
PUBLIC COMMENTS

COMMENT 1

Date Received	Name	Method	Regarding Project
9/1/2020	Charles Hansen	SRTC Blog	Barker Rd improvements

Comment:

Well I drive on Trent from Evergreen to the state line and on to Twin Lakes a lot in the summer months, Like the improvements at Barker and on Highway 53 Idaho will start in 2022.

Agency Response:

None required

Jurisdiction Response:

None required

COMMENT 2

Date Received	Name	Method	Regarding Project
9/3/2020	Mark Foutch, E-W Committee Co-Chair, All Board Washington	Email	None specified

Comment:

Thanks for giving us here at All Aboard Washington an opportunity to comment on SRTC's draft '21-'24 TIP.

I've checked with some people with transportation planning experience. Our East-West initiative to extend passenger rail service to/from Seattle-Spokane via Stampede Pass and the Yakima Valley has made some progress but not to the project level. So unless SRTC would consider including a general statement covering the current state of passenger rail service there (AMTRAK Empire Builder connections to/from Seattle and Portland to/from Minneapolis and Chicago, arriving in Spokane at very inconvenient hours, and the proposed Spokane-Seattle daytime service via the YV), we'll take a "pass" at this time.

I'm told that it would be appropriate to include that information and a progress statement when SRTC's Metropolitan Transportation Plan is being updated, although that's believed to be a few years away.

Please let me know if we've missed something. Thanks again

Agency Response:

Hi Mark – Thank you very much for taking the time to comment. You are correct that this rail initiative does not apply directly to the draft 2021-2024 TIP, but we would be happy to include your statements as a general comment on passenger rail service in the Spokane region.

The next update of the SRTC Metropolitan Transportation Plan is scheduled to go before our Board for approval in **December 2021**, so I would estimate that the public comment period for that will take place in September or October 2021. You are on our email distribution list and will receive notification, but please feel free to contact us anytime.

Thank you,
Julie Meyers-Lehman

Jurisdiction Response:

None required

COMMENT 3

Date Received	Name	Method	Regarding Project
9/17/2020	Mark Foutch, E-W Committee Co-Chair, All Board Washington	Email	None specified

Comment:

Re: Intercity Passenger Rail Service To/From Spokane Area

Current Status: AMTRAK’s “Empire Builder” offers Spokane Area passengers one train a day West to and from Seattle (via Wenatchee and Everett) and Portland (via Pasco), and East to/from St. Paul and Chicago. However, trains travelling in either direction arrive and depart Spokane at very inconvenient hours. The City and the region deserve more and better service.

Future Vision: All Aboard Washington, a nonprofit advocacy group, has had steady success working with the Washington State Legislature and Department of Transportation Rail Office to re-establish passenger train service over the Stampede Pass route owned by BNSF, and currently used to backhaul empty coal cars and oil tank cars from Western Washington. A State-funded study has concluded that it is feasible to upgrade this route to add passenger service, similar to the current AMTRAK Cascades service on BNSF tracks from Vancouver, B.C. through Seattle and Portland to Eugene, OR. Initially two trains per day to/from Seattle arriving at and departing from Spokane, morning and afternoon, are envisioned, with stops at Auburn, Cle Elum, Ellensburg, Yakima, Pasco, and probably one more TBD, such as Ritzville.

Challenges: COVID-19 and its economic impacts will make it challenging for legislators and DOT staff to fund the State share of capital costs to upgrade the Stampede Pass line. It’s necessary to demonstrate that adding this new service will pay for itself in economic and environmental benefits, including travel safety and convenience compared with driving over Snoqualmie pass especially in winter. AMTRAK studies have shown that more frequent and reliable service draws more passengers. AAWA will be asking the 2021 Legislature to fund a study to estimate the full range of costs and benefits for this “East-West” service, and to establish a funding source for County Rail Districts, already authorized in law, to assist communities (for example) to renovate station stops along the route.

Multi-State Opportunities: AAWA and its Oregon counterpart “AORTA” are beginning to engage similar groups in Montana and Idaho to establish a Rail Commission, similar to one formed by states in the south to retain and expand AMTRAK service.

However: Meanwhile, AMTRAK headquarters continues to try to cut long distance service, despite the fact that many Empire Builder passengers (for example) don’t ride the entire distance from Seattle/Portland to St.Paul/Chicago, and that the train offers the only alternative to driving in places without affordable air or long distance bus service. The last we’ve heard, AMTRAK wants to reduce Empire Builder trip frequency from daily to three per week. Elected officials along the route should study this issue and, we hope, oppose the service cut.

Agency Response:

None required

Jurisdiction Response:

None required

COMMENT 4

Date Received	Name	Method	Regarding Project
9/17/2020	Robert Hyslop, President, The Glenrose Association	Email	57 th Ave Freya St Roundabout

Comment:

Gentlemen:

Thank you for putting on the recent webinar and allowing the opportunity for the public to comment. I am the president of The Glenrose Association and have lived in the Glenrose Community for the past 32 years. The Glenrose Community is located in Spokane County. My comment can be split into two sections.

First, it is apparent from the webinar, but also from the many news articles since the passage of Initiative 976, and actually well before that, infrastructure projects are severely underfunded. If we cannot make bridge improvements and are forced to the alternative – to close or limit usage of a bridge we have a serious problem. I question the validity of having any new projects at all if we cannot maintain the infrastructure that we already have. I know, from my conversations with Spokane County that due to a lack of funding Spokane County is only able to focus on main arterials when it comes to road maintenance due to lack of funds. At the same time the region is woefully underfunded for its infrastructure projects we are seeing unprecedented growth in the area. Spokane has been discovered! In 2019 US News and World Report ranked Spokane 65th best places to live. In 2020 they rank Spokane 56th best place to retire. In 2019 Spokane was ranked as one of the hottest real estate markets – read this article - <https://www.spokesman.com/stories/2019/jul/22/spokane-housing-market-among-hottest-in-country/>. Those two opposing forces, inability to maintain and improve infrastructure and unprecedented growth spell gridlock to me. The state of Washington was fairly blunt with the City of Spokane earlier this year in regards to State Hwy 195 – click on this link to read the article <https://www.spokesman.com/stories/2020/feb/24/wsdot-to-city-pause-development-deal-with-safety-i/>. The state asked the city of Spokane to “adopt a development moratorium for the U.S. 195 traffic shed area” until it deals with the “crisis in management of safety within the corridor.” If the population is not willing to fund infrastructure, in other words they are not willing to pay the necessary taxes, then what better message could be sent then to quit making improvements! What better message could be sent then to quit developing new property and encouraging growth in the area!

The only project on the books in the 2021-2024 TIP for the Glenrose area is a roundabout at 57th and Freya. This may make sense based on the exponential growth that is happened from apartment complexes and housing developments that have occurred in the last 10 years from Regal heading east to Glenrose Road. What we have seen in Glenrose is a huge increase in traffic on Glenrose Road. Because the intersection of Hatch and 195 has become a nightmare during rush hour and the Thor/Freya Couplet has been overridden with traffic Glenrose Road has been discovered. The main bottleneck for this traffic is at 8th and Carnahan. As a lay person watching the traffic flow I would put in a roundabout at 8th and Carnahan way before putting in one at 57th and Freya. Because of the relentless development being allowed along Glenrose Road, 55th, 57th, and beyond the intersection at 8th and Carnahan will look like the intersection at Hatch and Hwy 195 in the very near future. Even if there is a roundabout installed at 8th and Carnahan peoples ability to access I-90 east or west bound is challenged. To go east bound one has to travel through a residential neighborhood off of 8th and Dearborn. To go west bound the intersections of Havana and 2nd and Havana and 3rd are already overrun with traffic at busy times of the day. In my opinion the Spokane County Commissioners and the City of Spokane Valley should put a moratorium on development in the Glenrose area and along Carnahan until improvements to the infrastructure can be made in the area.

When Spokane County does a review of the comprehensive plan and looks at the urban growth area serious consideration for the ability of the infrastructure should be taken into account. When I look at the gridlock in California as people are trying to escape wildfires I think of what Glenrose Road and the feeder streets would look like if Tower Mountain and Browns Mountain were on fire. I think of the huge responsibility Spokane County Commissioners have in managing responsible growth. If we cannot afford to enhance our infrastructure we should make the hard call and have a moratorium on development. By doing that it will get the attention of the general population and they can better decide whether they are willing to pay the taxes to fund the quality of life they want. Thank you again for the opportunity to comment on the draft.

Agency Response:**9/17/2020**

Forwarded to City of Spokane Valley and Spokane County

Jurisdiction Response:**City of Spokane Valley****9/22/2020**

Good morning Robert - I want to thank you for your comment.

In 2018, the City of Spokane Valley improved the alignment of the Carnahan approaches at this intersection. Currently, there are no operational or safety concerns at the intersection. Based on turning movement counts conducted by WSDOT in October, 2019, the intersection of 8th and Carnahan is operating at level of service (LOS) C during the AM and PM peak hours. These traffic volumes were checked against City collected volumes from 2016 to verify consistency. Additionally, there were only two reported crashes at this location between 2015-2019.

The City will continue to monitor this intersection for operations and safety. Future development will be evaluated and may be required to financially contribute to improve the intersection.

Take care - Gloria Mantz, City of Spokane Valley

Reply from Commenter:**9/23/2020**

Dear Ms. Mantz,

Thank you for getting back to me and referencing the October, 2019 traffic study. I'd like to take a moment to expand on the topic of the intersection of Carnahan and 8th.

I believe the value of the Spokane Regional Transportation Council is to look beyond the boundaries of the various cities and the county to try and allocate funds for road improvement where the best benefit can be attained. In my comment I simply said if I were going to put in a roundabout I would put it in at 8th and Carnahan way before I would install one at 57th and Freya. I'm not privy to the various traffic studies but because I live in the area I am able to study the traffic every day. I am also aware of the various developments that are in process that will eventually impact the traffic flow.

In the case of the intersection of 8th and Carnahan you reference a study done in October, 2019. The challenge to do a new study today is the impact that the Covid-19 Pandemic is having on traffic. I know that the traffic counts are artificially low due to people driving less. My hunch is that it will be another year or well into 2021 before we can get a meaningful traffic count at this intersection. At the same time development is in full swing in the area. Under construction today is Trickle Creek 3&4 which includes 72 Single Family residences. Under construction today is the Twisted Willows development which includes 109 Single Family residences. Both are planned to exit onto Glenrose Road. At 1301 S Carnahan the Carnahan Glen apartment complex which includes 122 apartments is under construction. It is located immediately to the south of the intersection.

Based on my prior experience with roundabouts once a traffic study is completed that justifies the improvement of an intersection it will take at least two years before the construction is completed and the upgraded intersection is operational. In my opinion we are now talking about an upgrade of the intersection of 8th and Carnahan roughly in 2023 assuming a traffic study in 2021 warrants the upgrade to the intersection. I would be very surprised if you don't receive a fair amount of grief from the community before then.

Thanks again for getting back to me. I recognize the challenges you have trying to keep up with the traffic flow. Development happens way faster than infrastructure improvements. Developers don't seem to have to pay their fair share of infrastructure improvements and the general public resists paying increased taxes to support infrastructure improvements. Of course what you hear is people crying about gridlock!

Sincerely, Bob Hyslop

Jurisdiction Response: Spokane County 9/30/2020

Spokane County has included improvement projects to Glenrose Road in the County 6-year Transportation Plan in anticipation of the increasing demand. The projects start in Year 5 (2025) and have not yet move into the time frame of the regional plan.

Chad Coles, Spokane County

COMMENT 5

Date Received	Name	Method	Regarding Project
9/24/2020	Karen Carlberg, West Hills Neighborhood Council	Email	Sunset Hwy Br No. 0415 Removal

Comment:

West Hills residents are asking: Where is this bridge? To us, “Sunset Bridge” is the one over Latah Creek, connecting the West Hills and Browne’s Addition neighborhoods. The dot on your map looks like this is actually on Highway 2 near its intersection with Sunset Boulevard. Thanks for clarifying.

Agency Response:

Forwarded to Spokane County

Jurisdiction Response: Spokane County 9/25/2020

The Spokane County Project Bridge 0514 Removal is located on the Old Sunset Highway just West of Highway 2 and Airway Heights. I have attached a vicinity map for reference.

Thanks - Brandi Colyar P.E., Capital Projects Program Manager

Reply from Commenter:

9/25/2020

Thanks for the clarification, Brandi. That’s not even one of the two locations I had guessed! I’ve passed it on to our neighborhood.

To: SRTC Board of Directors

October 1, 2020

From: Eve McMenamy, Principal Transportation Planner

Topic: Transportation Improvement Program (TIP) Delivery & Project Readiness

Requested Action

Approval of new TIP Guidebook policies as outlined in the **Attachment**.

Key Points:

- SRTC is required to meet federal funding obligation targets within our Transportation Improvement Program (TIP) for federal funding awarded by the SRTC Board of Directors.
- Each year SRTC must meet our obligation target by July 31 to potentially receive additional federal funds. Conversely, if we don't reach our target by September 30, SRTC is in jeopardy of losing the portion of underdelivered funds through sanctions by WSDOT.
- In the last six years, SRTC has missed our federal funding obligation target twice, or 33% of the time.
- In May SRTC initiated a collaborative process with the Board and member jurisdictions to generate new TIP strategies to ensure obligation targets are met more consistently. The collaborative meetings and dates leading to the requested action can be found in the supporting information of this memo.
- On August 26, the TTC recommended updating TIP Guidebook with policies and practices created through this process as outlined in the **Attachment**.
- WSDOT's Local Agency Federal Obligation Authority (OA) Policy establishes the obligation targets for each Metropolitan Planning Organization (MPO), Regional Transportation Planning Organization (RTPO), and County lead agency.
- The policy only applies to three funding sources that the SRTC Board is responsible for in terms of project identification, prioritization, and selection: Surface Transportation Block Grant Program (STBG), Congestion Mitigation Air Quality (CMAQ), and STBG Set-Aside.
- If approved by the Board, the strategies and policies will become effective approximated January 15, 2021, to coincide with federal approval of the 2021-2024 TIP.

Public Involvement:

This topic was presented as an informational item at the following meetings which were open to the public: SRTC Board of Directors of May 14, July 9; September 10 and at the TTC on July 22 and August 26.

Supporting Information/Implications:

In the last two years the region has delivered over 40% of the TIP obligation target in late June and July to meet the July 31 deadline. This does not allow SRTC, or member agencies adequate time to react and replace projects that may encounter delays or implement a plan “B.” The following table indicates the touchpoints for this policy development process.

SRTC Board of Directors	May 14
Multiple Agency Workshop	May 28
TIP Working Group	June 9
SRTC Board of Directors	July 9
TIP Working Group	July 14
TTC	July 22
TIP Working Group	August 6
TTC	August 26
SRTC Board of Directors	September 10
SRTC Board of Directors, if needed	October 8

More Information:

- Attachment: TIP Guidebook Recommendations
- For more information contact Eve McMenamy at evemc@src.org or at (509)343-6370.

TIP GUIDEBOOK POLICY CHANGE RECOMMENDATIONS

Improve TIP Project Delivery

1. INCREASE FLEXIBILITY TO MOVE PROJECTS INTO AN EARLIER YEAR OF THE TIP

DESCRIPTION:

Adjust SRTC TIP policy to allow any project to deliver in the 4-year TIP window without a TIP modification.

CURRENT POLICY/PRACTICE:

SRTC policy only allows projects to deliver one year ahead without modification. The State policy allows projects in the first four years of the TIP to deliver without modification. This would improve delivery by one month or more.

RECOMMENDED TIP POLICY CHANGE:

TIP Guidebook Policy 1.1 – For the purposes of SRTC’s TIP, years one through four of the TIP constitute an agreed to list as defined by CFR 45.330.

Policy 1.1.1 - Once a project has been *programmed in year one, two, three or four* of an approved TIP, the project sponsor(s) can begin project implementation by obligating funds.

~~**Policy 1.1.2 – 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**~~

2. CONDUCT A BIENNIAL SRTC PRESERVATION CALL FOR PROJECTS

DESCRIPTION: Have a preservation call for projects every two years. Preservation projects are generally less complicated and can be more easily delivered than improvement projects that need ROW. This will keep an active list of quickly deliverable projects.
CURRENT POLICY/ PRACTICE: Call for projects current practice is on an as needed basis. Has occurred historically on a two- or three-year rotation for various project types.
RECOMMENDED TIP POLICY CHANGE: SRTC Project Selection section in the TIP Guidebook: SRTC will conduct a SRTC Preservation Call for Projects and develop a preservation contingency list, every two years.

3. DE-FEDERALIZE FUNDING FOR FLEXIBILITY

DESCRIPTION: Allow projects within the same jurisdiction to switch out federal funding source. In agreement with jurisdiction, swap federal funds with local funds if a jurisdiction has a smaller project that could use all local to fund. Local match levels must be maintained, and the larger project will likely have a greater than needed local match.
RECOMMENDED TIP POLICY CHANGE: New TIP Guidebook Policy 4.9- Staff to draft new policy to match intent of above description.

TIP PRACTICE RECOMMENDATIONS

Improve TIP Project Delivery

TIP Working Group- August 7, 2020

4. PHASING FOR LARGER PROJECTS

DESCRIPTION: For larger projects program a one-year gap between PE and ROW and a two-year gap between ROW and CN. ROW process is complicated and the phase that most often causes delays.
CURRENT PRACTICE: To provide a one-year gap between PE, RW and CN for larger projects.
RECOMMENDED NEW PRACTICE: During TIP call for projects process develop a questionnaire for awarded projects to ascertain right of way risk levels so both the jurisdiction and MPO can be aware of programming needs.

5. MOVE INTERNAL SRTC OBLIGATION TARGET DATE

DESCRIPTION: Phase in an earlier internal delivery target so the region can react and deliver other projects before the July 31st target date. Current policy is to deliver by July 31st to position ourselves for additional funding. In 2022, move delivery to June 30th and reevaluate TIP delivery effectiveness.
CURRENT PRACTICE: Deliver by July 31st to meet the obligation authority target date which would put the region in position to accept more obligation authority from the state, pending the state meets their obligation target. If our obligation is not met by Sept 30th, the region could lose obligation authority.
RECOMMENDED NEW PRACTICE: Starting in 2022 move obligation target date to June 30 th .

6. REQUIRE AGENCIES TO SUBMIT A PLAN B FOR DELIVERY OPTIONS

DESCRIPTION:

If a jurisdiction has multiple projects in the TIP, request a strategy if first year projects do not deliver, on what projects will deliver instead. The Plan B should be presented at the March Board meeting to allow time to notify the Board for agencies to obligate and deliver.

CURRENT PRACTICE:

Current practice is for SRTC to meet monthly with the TIP Working Group and to compile information and discuss Plan B options on a month-by-month basis. As the July 31st target gets closer, agencies tend to take action to fill gaps for projects that have been delayed in delivering. Often, we wait to hear from the State if we officially met our target since we take it right to the very final day for obligation.

RECOMMENDED NEW PRACTICE:

During TIP Working Group meetings starting in January 2021, develop a listing of projects or programs that could be executed in case a contingency plan is needed to meet our obligation target. The list will be shared with the Board when they are updated on project delivery progress.

MEMORANDUM

To: Ben Wick, Chairman, SRTC Board
SRTC Board Members

cc: Sabrina Minshall, Executive Director

From: Stanley M. Schwartz, Board Attorney

Date: September 30, 2020

Re: Addition of New Members to the Interlocal Agreement

I. INTRODUCTION

Under Section 13 of the Interlocal Agreement new members may join the Council upon the "majority consent of the voting members" and written acceptance of the terms of the Interlocal Agreement.¹ A question has arisen whether Section 13 that allows for the addition of new voting members of the SRTC Board may include other adjustments to the Interlocal Agreement that are reasonable and necessary.

II. DISCUSSION

The Interlocal Agreement is a contract between the Members who have formed SRTC, the Regional Transportation Organization that provides transportation planning as required by the State and Federal governments. Through Engrossed House Bill 1584, RTPOs are required to offer federally recognized tribes within the planning area voting membership on the RTPO. Section 13 of the ILA can be used to add these new voting Members. However, with the addition of new members other provisions of the Interlocal Agreement are affected. Specifically, the call for a weighted vote (Section 6, ILA) and member agency dues (Section 9, ILA).

The following are general principles of contract interpretation from Corpus Juris Secundum (CJS).

- An agreement changed by the mutual ascent of the parties becomes a new agreement consisting of new terms and as much of the old agreement as the parties have agreed will remain unchanged.
- Where the parties provide that the original contract can be altered by supplementary agreement only as specifically stated in the original agreement, the original contract will

¹ Section 13 of the ILA states an *amendment* to the ILA requires unanimous consent of the Members' governing bodies.

be given effect, **except when its provisions are clearly inconsistent with the provisions of the supplemental contract.** 17AC.J.S. Contracts § 557 (2020).

- The touchstone of contract interpretation is the party's intent. *Tanner Elec. Coop. v. Puget Sound Power & Light*, 128 Wash.2d 656 (1996).
- Such intent "may be discovered not only from the actual language of the agreement, but also from viewing the contract as a whole, the subject matter and object of the contract, all the circumstances surrounding the making of the contract, the subsequent acts and conduct of the parties to the contract, and the reasonableness of respective interpretations advocated by the parties." *Scott Galvanizing, Inc. v. NW Enviro. Servs., Inc.*, 120 Wash.2d 573 (1993).

Clearly section 13 allows the addition of two new voting members. This will change the Board from 14 to 15 members. Thus, when new Members are added, it makes sense to adjust the weighted voting in order to maintain the weighted voting "objective" of the ILA. If this is not done, then the weighted voting provision will become inconsistent with the Interlocal Agreement. When there is a dispute over contract language the Court's "primary goal in interpreting a contract is to ascertain the parties' intent." *Paradise Orchards Gen. Partnership v. Fearing*, 122 Wash. App. 507 (2004).

IV. CONCLUSION

It is my view adding new Members under Section 13 of the ILA requires the modification of weighted voting because that voting is directly tied to the rights afforded Members. If the weighted voting section is not amended the objective, purpose and rights associated with voting will be lost. This is not the intent of Section 13.² With respect to payment of membership dues, this is a common obligation that comes with membership on the Board which is fairly allocated between all Board Members through a formula. Because this is a condition of Board membership, it too should be linked with the newly added Members.

² Stated another way, if weighted voting is not adjusted, then section 13 means that new members could only be added if the total number of Members does not change from 14. This is not a reasonable interpretation.

SPOKANE REGIONAL TRANSPORTATION COUNCIL

RESOLUTION No. 20-03

**A RESOLUTION OF THE SPOKANE REGIONAL TRANSPORTATION COUNCIL
DECLARING ITS INTENT TO ADD NEW VOTING MEMBERS AND
PROVIDING FOR OTHER ADMINISTRATIVE MATTERS RELATED THERETO**

WHEREAS, the Spokane Regional Transportation Council ("**SRTC**") is a Regional Transportation Planning Organization ("**RTPO**") under RCW Chapter 47.80;

WHEREAS, SRTC is governed by an Interlocal Agreement (accepted by the Members in 2013) that provides in Section 13 "[u]pon majority consent of the voting Members, new members may join the Council upon written acceptance of the terms of [the Interlocal Agreement]";

WHEREAS, in 2019, the Washington State Legislature passed Engrossed House Bill 1584 which requires RTPO's in the state of Washington to offer "federally recognized tribes ... within the planning area" voting membership on the RTPO (which means the SRTC Board) "every two years or when the composition of the [SRTC Board] is modified in an interlocal agreement;" and

WHEREAS, the Board has determined that it desires to offer the Kalispel and Spokane Tribes membership in SRTC by inviting the Kalispel and Spokane Tribes to join the Interlocal Agreement through "majority consent" of the voting Board Members.

NOW, THEREFORE, it is hereby resolved by the SRTC Board as follows:

1. The Board membership is expanded to sixteen voting (16) Members. The Board will consist of existing Members (noting that Spokane International Airport has been excused from attending meetings since it resigned its membership effective December 31, 2020), with the Kalispel Tribe and the Spokane Tribe added as new Members. After December 31, 2020 the Board will consist of 15 Members.

2. Section 5 of the Interlocal Agreement, entitled "Governing Body and Officers" shall be modified to provide that representatives from the Kalispel Tribe and the Spokane Tribe shall be [] elected persons who serve on the respective tribal councils or [] chief executive officers of the respective Tribes.

3. For the purpose of maintaining internal consistency with the terms of the Interlocal Agreement due to the added Members: (a) the weighted voting process shall be [] amended to remove Spokane Airports and add the Kalispel Tribe and the Spokane Tribe, with all other weighted votes adjusted proportionately or [] suspended until future Board action to amend the Interlocal Agreement.

4. Annual Member dues shall be assessed to the new Members through a fixed amount of \$1,500.00, annually or a per capita assessment according to the rate in the SRTC Interlocal Agreement (.26 per person) based upon the respective Tribe's total population per the US Census. The annual assessment shall begin upon the date of written acceptance of the terms of the Interlocal Agreement by the respective tribes.

5. The Kalispel and Spokane Tribes shall be informed of the contents of this Resolution to include the offer of membership on the SRTC Board with a request to send a written acceptance of the terms of the Interlocal Agreement (including those terms proposed herein) from their respective governing bodies. Tribal membership in SRTC shall commence on the date the written acceptance is received by SRTC.

6. This Resolution is effective upon passage by a majority of the voting Board Members.

Adopted this _____ day of _____, 2020.

SRTC Board Chair

ATTEST

Clerk of the Board

Jurisdiction	Majority Vote	% of Vote	Weighted Vote (1.4285)	% of Weighted Vote
Airway Heights	1	6.67%	1.0000	5.83%
Cheney	1	6.67%	1.0000	5.83%
Cities and towns under 5,000 ¹	1	6.67%	1.0000	5.83%
Liberty Lake	1	6.67%	1.0000	5.83%
Private Sector Transportation	1	6.67%	1.0000	5.83%
Spokane - Member 1	1	6.67%	1.4285	8.33%
Spokane - Member 2	1	6.67%	1.4285	8.33%
Spokane County - Member 1	1	6.67%	1.4285	8.33%
Spokane County - Member 2	1	6.67%	1.4285	8.33%
Kalispell Tribe	1	6.67%	1.0000	5.83%
Spokane Tribe	1	6.67%	1.0000	5.83%
Spokane Transit Authority	1	6.67%	1.0000	5.83%
Spokane Valley	1	6.67%	1.4285	8.33%
State Transportation Board	1	6.67%	1.0000	5.83%
WSDOT	1	6.67%	1.0000	5.83%
	15	100.00%	17.143	100.00%

To: SRTC Board of Directors

October 1, 2020

From: Mike Ulrich, AICP, Principal Transportation Planner

Topic: Data Applications for Transportation Analysis (DATA) Project Update

Requested Action:

None. For information and discussion.

Key Points:

- As a Metropolitan Transportation Organization (MPO), SRTC is federally required to project transportation demand of persons and goods in the metropolitan planning area and to assess the performance and condition of the regional transportation system. Meeting those requirements is complex and relies on a multitude of data inputs and assumptions.
- To align with best practices, and meet those federal requirements, there is a need to broaden SRTC's data collection and analysis technical competencies by improving SRTC's existing tools as well as developing more contemporary options.
- SRTC staff recognized the need to fully understand the costs and benefits associated with any potential tool development and/or improvement prior to the expenditure of funds.
- A project team made up of member agency representatives was formed to develop a project based on design/build principles to deliver a set of recommendations to the Board for consideration.
- The recommendations are based on an analysis of previous evaluations, an inventory of SRTC current practice, and a review of state of best practice.
- Potential recommendations could include a household travel survey, passive data processing and analysis, on-board transit survey, sketch land use model, regional traffic count clearinghouse, strategic model, etc.
- The draft recommendations will be presented to the Board for consideration beginning in October.
- The Board will ultimately decide which of the recommended improvements to pursue in consideration of the phased, ~\$1M budget.
- Funds for the design and implementation of this effort were allocated by the SRTC Board in 2018 and are a combination of federal STBG dollars and local required match.

Board/Committee Discussions:

This project was presented to the TTC at their October 2018 meeting. After that presentation, a project team was formed consisting of member jurisdiction technical staff. That group met on January 29, 2019 and May 13, 2019 to provide feedback that was incorporated into the RFQ. This project was presented at the March SRTC Board Administrative Committee and the April 2019 SRTC Board Meeting. The Board authorized the Executive Director to execute an agreement with RSG at their December 2019 meeting. The agreement was executed February 5, 2020.

Public Involvement:

The funds for this project were included in the 2019-2022 TIP which was adopted October 11, 2018. A public meeting was held on September 19, 2018 to review and discuss the 2019-2022 TIP. A public comment period of thirty days ran from September 1 to September 30. All TTC and Board meetings where this project has been discussed have also been open to the public.

Supporting Information/Implications:

The technical updates (model improvements, data acquisition, travel survey, etc.) included in this project will support Board-defined, data-driven, long range planning objectives. These objectives will be discussed and defined in parallel with the technical portions of this project.

More Information:

- For more information contact Mike Ulrich at mulrich@srtc.org or at (509) 343-6384.

To: SRTC Board of Directors

October 1, 2020

From: Mayor Ben Wick, Chair

Topic: Legislative Regional Priority Projects

Requested Action:

None. For information and discussion only.

Key Points:

- Last Fall, SRTC staff and member agencies worked in collaboration with the private sector, led by the three chambers of commerce, to convene a coalition to discuss and develop synergy around the transportation needs and priorities in our region.
- The SRTC Board was briefed on this work last fall, and individual members have participated in a variety of these meetings that have occurred since.
- A list of over 100 priority projects, in all phases and **all levels of readiness** was developed, with a systems approach and focus around improving the I-90 corridor. Projects include all types of projects from preservation and maintenance, to capacity improvement, transit, active transportation, to travel demand management.
- As the coalition advocated for the transportation needs of the region, a focus also remained on the need for fund preservation and maintenance of our existing system as a top priority.
- In mid-September, legislative leadership approached Greater Spokane Incorporated (GSI) and requested “the list” of **ready priority projects** for the Spokane region, with a very quick turn-around (less than a week.)
- SRTC staff and Board leadership worked with the existing list developed with member agencies last fall and used the readiness proxies from the previous process such as design underway and funding committed to shorten the list and keep it manageable. Combined with staff local knowledge, this produced the best “ready” factor available with short turnaround.
- The list was quickly vetted for any updates, and some projects were combined into corridors for simplicity. Where known, cost, schedule, and termini updates were made as well.
- **The attached list was provided to the Chambers for their review and distribution to the requestor, as they wished.**
- The SRTC Board may wish to formally adopt the list developed through the inclusive process to communicate synergy, consistency and for unified messaging.

Regional Priority Strategy Projects DRAFT

Priority Projects "Ready" and Consistent with the Regional Transportation Plan; Not Listed in Any Particular Order

1st PRIORITY Maintain funding and schedule for projects currently funded in Connecting Washington Package

2nd PRIORITY Maintain and increase funding for maintenance and preservation for investments in our existing transportation system

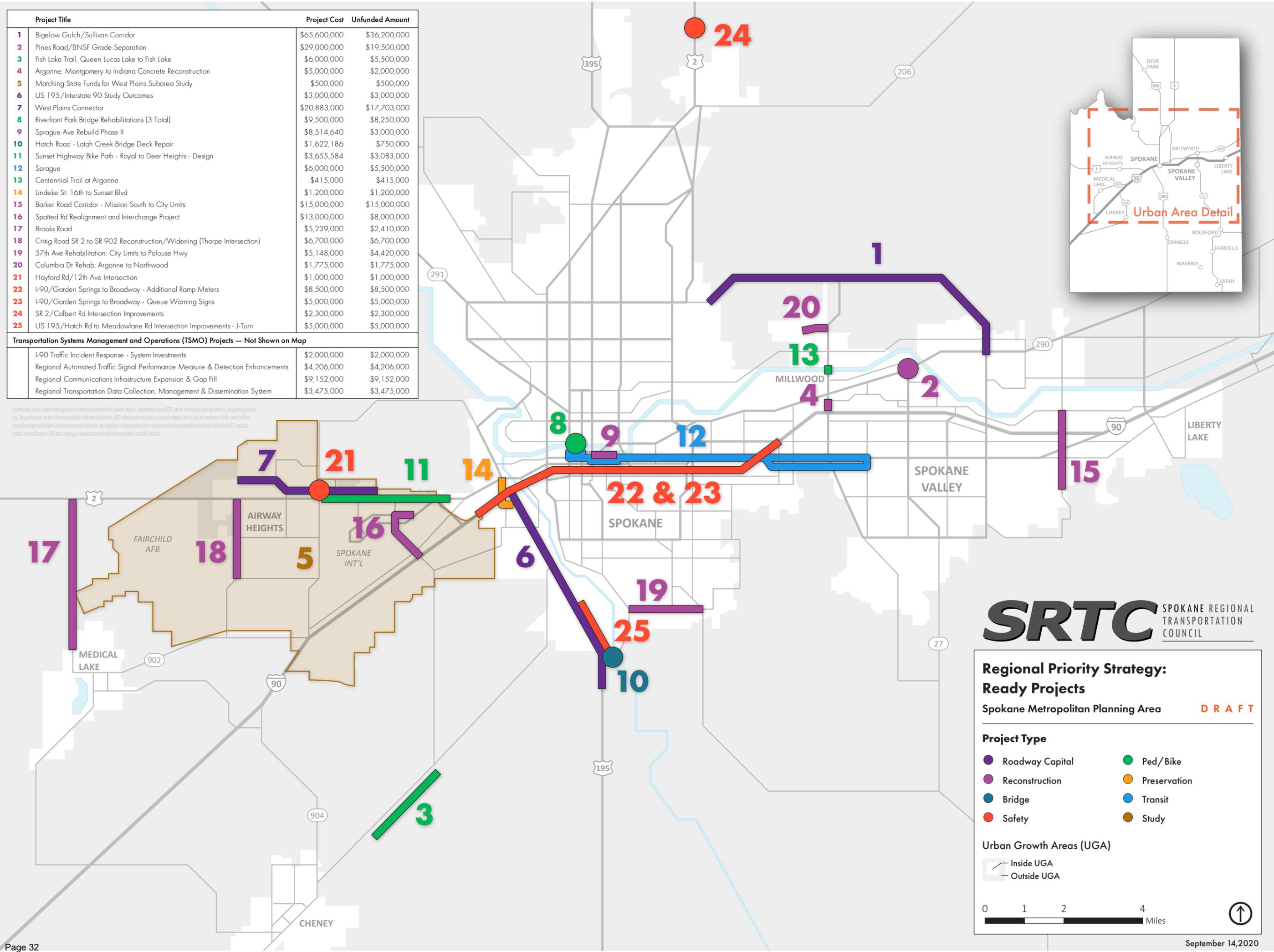
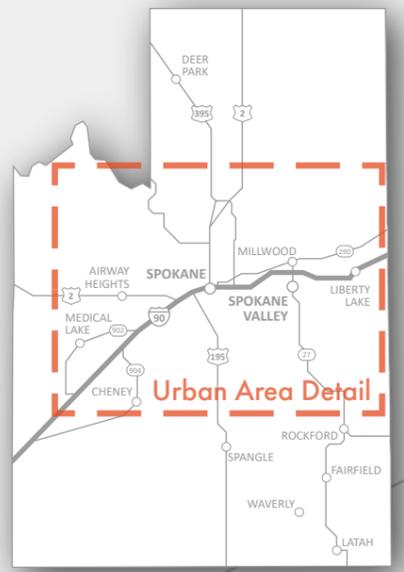
Provided data, analysis, and/or mapping products created and distributed by the Spokane Regional Transportation Council (SRTC) are for informational, planning reference, and guidance purposes only. They are based on the best available information and are not intended to be used for legal or financial purposes. SRTC makes no warranty, express or implied, related to the accuracy or completeness of the content of these materials and expressly disclaims liability for any errors or omissions. Any duplication or dissemination of these materials without the express written permission of SRTC is prohibited. SRTC does not accept any liability for any errors or omissions in this statement that this is an SRTC map/data product. Any modification to SRTC data, mapping, or subsequent analysis is the responsibility of the user.

14 Sep, 2020

Project Title	Jurisdiction	Project Type	Cost & Funding Status				Project Readiness			
			Funding Status	Estimated Project Cost	Unfunded Amount	Percent Unfunded	Estimate Level	Start Year	Right-of-Way Required	Right-of-Way Started
Bigelow Gulch/Sullivan Corridor	Spokane County/Spokane Valley	Roadway Capital	Partial	\$65,600,000	\$36,200,000	55%	Engineering	2021	Yes	Yes
Pines Road/BNSF Grade Separation	Spokane Valley	Reconstruction	Partial	\$29,000,000	\$19,500,000	67%	Engineering	2023	Yes	Yes
Fish Lake Trail, Queen Lucas Lake to Fish Lake	Spokane	Ped/Bike	Partial	\$6,000,000	\$5,500,000	92%	Engineering	2023	Yes	Yes
Argonne: Montgomery to Indiana Concrete Reconstruction	Spokane Valley	Reconstruction	Partial	\$5,000,000	\$2,000,000	40%	Engineering	2021	No	No
Matching State Funds for West Plains Subarea Study	Regional	STUDY	Unfunded	\$500,000	\$500,000	100%	Planning	2021	No	No
195 Design on Study Outcomes	Regional	Roadway Capital/Safety	Unfunded	\$3,000,000	\$3,000,000	100%	Planning	2022	No	No
West Plains Connector	Spokane/Airway Heights	Roadway Capital	Partial	\$20,883,000	\$17,703,000	85%	Engineering	2021	Yes	No
Riverfront Park Bridge Rehabilitations (3 Total)	Spokane	Ped/Bike	Partial	\$9,500,000	\$8,250,000	87%	Engineering	2021	Yes	Yes
Sprague Ave Rebuild Phase II	Spokane	Reconstruction	Partial	\$8,514,640	\$3,000,000	35%	Planning	2022	Yes	Yes
Hatch Road - Latah Creek Bridge Deck Repair	Spokane	Bridge	Partial	\$1,622,186	\$750,000	46%	Planning	2021	-	-
Sunset Highway Bike Path - Royal to Deer Heights - Design	Spokane	Ped/Bike	Partial	\$3,655,584	\$3,083,000	84%	Planning	2023	Yes	-
Sprague	Spokane Transit Authority	Transit	Partial	\$6,000,000	\$5,500,000	92%	Planning	2024	-	-
Centennial Trail at Argonne	Spokane County	Ped/Bike	Unfunded	\$415,000	\$415,000	100%	Planning	2025	Yes	-
Lindeke St: 16th to Sunset Blvd (Preservation)	Spokane	Preservation	Unfunded	\$1,200,000	\$1,200,000	100%	Planning	2021	-	-
Barker Road Corridor- Mission south to city limits	Spokane Valley	Reconstruction/Roadway Capital	Unfunded	\$15,000,000	\$15,000,000	100%	Planning	2025	Yes	-
Spotted Rd Realignment and Interchange Project	Spokane International Airport	Reconstruction	Partial	\$13,000,000	\$8,000,000	62%	Planning	2021	-	-
Brooks Road	Spokane County	Reconstruction	Partial	\$5,239,000	\$2,410,000	46%	Engineering	2021	-	-
Craig Road SR 2 to SR 902 Reconstruction/Widening (Thorpe Intersection)	Spokane County	Reconstruction/Roadway Capital	Partial	\$6,700,000	\$6,700,000	100%	Planning	2024	Yes	-
57th Ave Rehabilitation: City Limits to Palouse Hwy	Spokane County	Reconstruction	Partial	\$5,148,000	\$4,420,000	86%	Engineering	2022	-	-
Columbia Dr Rehab: Argonne to Northwood	Spokane County	Reconstruction	Unfunded	\$1,775,000	\$1,775,000	100%	Engineering	2022	-	-
Hayford Rd / 12th Ave Intersection	Airway Heights	Safety	Unfunded	\$1,000,000	\$1,000,000	100%	Planning	2021	Yes	-
Transportation Systems Management and Operations (TSMO) Projects										
I-90 Traffic Incident Response - System Investments	WSDOT	TSMO	Unfunded	\$2,000,000	\$2,000,000	100%	Engineering	2021	-	-
Regional Automated Traffic Signal Performance Measure & Detection Enhancements	SRTMC	TSMO	Unfunded	\$4,206,000	\$4,206,000	100%	Planning	2021	-	-
Regional Communications Infrastructure Expansion & Gap Fill	SRTMC	TSMO	Unfunded	\$9,152,000	\$9,152,000	100%	Planning	2021	-	-
Regional Transportation Data Collection, Management, & Dissemination System	SRTMC	TSMO	Unfunded	\$3,475,000	\$3,475,000	100%	Planning	2021	-	-
Safety Projects										
I-90 / Garden Springs to Broadway - Additional Ramp Meters	WSDOT	Safety	Unfunded	\$8,500,000	\$8,500,000	100%	Planning	2021	-	-
I-90 / Garden Springs to Broadway - Queue Warning Signs	WSDOT	Safety	Unfunded	\$5,000,000	\$5,000,000	100%	Planning	2022	-	-
SR 2 / Colbert Rd Intersection Improvements	WSDOT	Safety	Unfunded	\$2,300,000	\$2,300,000	100%	Planning	2022	-	-
US 195 / Hatch Rd to Meadowlane Rd Intersection Improvements - J-Turn	WSDOT	Safety	Unfunded	\$5,000,000	\$5,000,000	100%	Planning	2022	-	-

Project Title	Project Cost	Unfunded Amount
1 Bigelow Gulch/Sullivan Corridor	\$65,600,000	\$36,200,000
2 Pines Road/BNSF Grade Separation	\$29,000,000	\$19,500,000
3 Fish Lake Trail, Queen Lucas Lake to Fish Lake	\$6,000,000	\$5,500,000
4 Argonne: Montgomery to Indiana Concrete Reconstruction	\$5,000,000	\$2,000,000
5 Matching State Funds for West Plains Subarea Study	\$500,000	\$500,000
6 US 195/Interstate 90 Study Outcomes	\$3,000,000	\$3,000,000
7 West Plains Connector	\$20,883,000	\$17,703,000
8 Riverfront Park Bridge Rehabilitations (3 Total)	\$9,500,000	\$8,250,000
9 Sprague Ave Rebuild Phase II	\$8,514,640	\$3,000,000
10 Hatch Road - Latah Creek Bridge Deck Repair	\$1,622,186	\$750,000
11 Sunset Highway Bike Path - Royal to Deer Heights - Design	\$3,655,584	\$3,083,000
12 Sprague	\$6,000,000	\$5,500,000
13 Centennial Trail at Argonne	\$415,000	\$415,000
14 Lindeke St: 16th to Sunset Blvd	\$1,200,000	\$1,200,000
15 Barker Road Corridor - Mission South to City Limits	\$15,000,000	\$15,000,000
16 Spotted Rd Realignment and Interchange Project	\$13,000,000	\$8,000,000
17 Brooks Road	\$5,239,000	\$2,410,000
18 Craig Road SR 2 to SR 902 Reconstruction/Widening (Thorpe Intersection)	\$6,700,000	\$6,700,000
19 57th Ave Rehabilitation: City Limits to Palouse Hwy	\$5,148,000	\$4,420,000
20 Columbia Dr Rehab: Argonne to Northwood	\$1,775,000	\$1,775,000
21 Hayford Rd/12th Ave Intersection	\$1,000,000	\$1,000,000
22 I-90/Garden Springs to Broadway - Additional Ramp Meters	\$8,500,000	\$8,500,000
23 I-90/Garden Springs to Broadway - Queue Warning Signs	\$5,000,000	\$5,000,000
24 SR 2/Colbert Rd Intersection Improvements	\$2,300,000	\$2,300,000
25 US 195/Hatch Rd to Meadowlane Rd Intersection Improvements - J-Turn	\$5,000,000	\$5,000,000
Transportation Systems Management and Operations (TSMO) Projects — Not Shown on Map		
I-90 Traffic Incident Response - System Investments	\$2,000,000	\$2,000,000
Regional Automated Traffic Signal Performance Measure & Detection Enhancements	\$4,206,000	\$4,206,000
Regional Communications Infrastructure Expansion & Gap Fill	\$9,152,000	\$9,152,000
Regional Transportation Data Collection, Management & Dissemination System	\$3,475,000	\$3,475,000

Provided data, analysis, and/or mapping products created and distributed by the Spokane Regional Transportation Council (SRTC) are for informational, planning reference, and guidance purposes only. They are based on the best information available at the time of production. SRTC makes no warranty, express or implied, related to the accuracy or completeness of the content of these materials and expressly disclaims liability for any errors or omissions. Any duplication or dissemination of the map/data should be accompanied by a statement that this is an SRTC map/data product. Any modification to SRTC data, mapping, or subsequent analysis shall not be represented as an SRTC product.



SRTC SPOKANE REGIONAL TRANSPORTATION COUNCIL

**Regional Priority Strategy:
Ready Projects**
Spokane Metropolitan Planning Area **DRAFT**

- Project Type**
- Roadway Capital
 - Reconstruction
 - Bridge
 - Safety
 - Ped/Bike
 - Preservation
 - Transit
 - Study

Urban Growth Areas (UGA)

- Inside UGA
- Outside UGA



To: SRTC Board of Directors

October 1, 2020

From: Greg Griffin, Administrative Services Manager

Topic: CY 2020 Quarterly Budget Update (Quarter 3: Jul, Aug, Sep)

Requested Action

None. For information.

Key Points

- SRTC develops an annual budget outlining the anticipated revenues and expenditures for the upcoming year. SRTC reports on a cash basis, which provides a snapshot in time of the agency's revenues and expenditures.
- SRTC staff reports quarterly to the Board of Directors on revenue and expenditures for the preceding quarter and year to date.
- SRTC began 2020 with an unrestricted cash balance of \$521,011. These funds are for our local match, indirect and grant ineligible expenses, as well as cash operations reserve. SRTC ended third quarter with an unrestricted cash balance of \$635,553. This equals approximately 5 months of operating funds, which remains on target.
- Restricted cash balance at the onset of calendar year 2020 was \$349,649. These funds are local contributions by WSDOT and the city of Spokane for designated studies, used as match. These studies are underway and SRTC ended third quarter 2020 with a restricted cash balance of \$261,513.
- The revenues portion of the budget includes funds received in Calendar Year (CY) 2020 that were for CY 2019 expenditures. The attached spreadsheet provides a summary for the Third Quarter of CY 2020 budget, actual 2020 revenues and expenditures, and a column for prior (2019) year to date revenues and expenses has been added for comparative purposes.

The following is a summary of revenues and expenditures by major budget categories:

Revenues:

Through the Third Quarter (75% of Calendar Year) of CY 2020 (January – September), SRTC collected 62% of budgeted revenues for the year.

Expenditures:

Through the Third Quarter of CY 2020, SRTC spent 55% of total budgeted expenditures.

- Personnel Expenditures: Total personnel expenditures were \$895,317 through Third Quarter, or 66% of the CY 2020 budget amount. SRTC has been maintaining 10FTE since April 2020. If current expenditure trends in the personnel category (including benefits, insurance, retirement etc., are maintained, an estimated \$90,000 savings by year end is projected.

- **Contractual and Professional Services:** Total services expenditures were \$589,027 year-to-date, or 45% of the total budget amount. Due to contractual and professional services schedules, we anticipate this budget category to be close to the budgeted amount by year end, or slightly behind due to schedule changes due to COVID. Any underspending will need to be re-budgeted into 2021.
- **Materials and Services:** Total materials and services expenditures were \$79,334 year to date, or 64% of the total budget amount. If current expenditure trends in this category are maintained, we are projecting an estimated \$20,000 savings by year end.
- **Travel/Training/Staff Development (includes Education Speaker Series, Subscriptions and Memberships):** Total expenditures were \$27,585 thru third Quarter, or 34% of the total budgeted amount. If current expenditure trends in this category are maintained, we are projecting an estimated \$30,000 savings by year end.
- **IT Operations:** Total expenditures were \$55,465 thru Third Quarter, or 55% of the total budgeted amount. This category is expected to be fully expended by the year end, if not slightly over budget.

Public Involvement

The original CY 2020 Budget was approved by the Board of Directors on December 12, 2019. Each quarter this report is provided to the Board in the open public meeting.

Supporting Information/Policy Implications:

SRTC operates within the total Board approved budget for CY 2020. During the COVID-19 crisis, expenditures have been closely monitored and savings opportunities have been embraced at all levels of the organization.

At this time, if expenditure levels are maintained, including 10 FTE employees through the end of the calendar year, potential budget savings are estimated to be up to approximately \$145,000. The revenue portion of the budget also will show a reduction as we operate primarily on a reimbursement basis, however this revenue will be available to us in 2021 when expenditures are made. No budget changes are needed at this time.

Prior Committee Actions:

On December 12, 2019 the SRTC Board approved the CY 2020 Budget.

More Information:

- Attachment: Third Quarter 2020 Budget Summary
- For more detailed information contact Greg Griffin at (509) 343-6370 or ggriffin@srtc.org

SRTC CY 2020, Report through September 30, 2020

	CY 2020 Approved	CY 2020				Prior Year-to-Date	CY 2020 % of Budget
		1st Qtr	2nd Qtr	3rd Qtr	Year-to-Date		
REVENUES							
SRTC Cash Balance 12/31/19					870,660		
Designated Local Funds carried over from 2019	350,000						
FHWA PL (Federal Public Law Funds)	759,836	278,574	193,554	152,500	624,628	586,147	82%
FTA (Federal Section 5303 Funds)	278,622	85,311	1,028	54,432	140,771	148,788	51%
STBG Planning Funds	350,000	31,287	-	207,821	239,109	191,809	53%
STBG Data & Study Project Funds	635,000	15,100	50,607	158,475	224,181	2,289	35%
RTPO (State Planning Funds)	150,763	47,790	20,315	30,206	98,310	152,186	65%
Local Dues	249,847	249,798	-	-	249,798	218,088	100%
Grants - Other & Census 2020 dues	26,295	25,769	526	21,021	47,316	80,589	180%
Other Local Study Project Funds (STA 2020 Division Study)	175,000	414	35,968	0	36,382	350,000	21%
Spokane County Treasury Interest		5,324	4,629	2,685	12,638	-	
TOTAL REVENUES (Received in 2020)	2,975,363	739,368	306,626	627,139	1,673,133	1,729,896	62%
EXPENDITURES							
Personnel							
Salaries	973,711	231,831	192,157	223,747	647,734	589,870	67%
Accrued Leave Payouts (includes unemployment)	-	-	2,711	2,000	4,711	30,560	
FICA	71,429	17,967	15,227	17,229	50,423	47,372	71%
WA State Retirement System	120,449	27,112	27,338	26,785	81,236	71,920	67%
Insurance	186,845	46,955	32,238	32,020	111,214	127,597	60%
Total Personnel	1,352,434	323,864	269,672	301,781	895,317	867,319	66%
Contractual and Professional Services							
Legal Services	27,000	2,609	5,076	5,335	13,019	14,990	48%
Consultants & Professional Svcs	45,508	2,775	4,396	-	7,170	894	16%
Prof. Svcs. Census 2020 'Complete Count'	26,295	24,811	1,484	21,021	47,316	73,705	180%
MTP Update	45,000	3,042	75	19,744	22,861	-	51%
Consultant Svcs & Model Development	460,000	885	24,528	28,349	53,762	1,089	12%
Consultant Svcs & I90/US 195 Systems Study	300,000	60,290	137,898	74,720	272,908	980	91%
Consultant & Division St Study	400,000	17,520	80,877	61,378	159,775	1,206	40%
State Audit Charges	12,995	-	11,367	848	12,215	10,826	94%
Total Contractual and Professional Services	1,316,798	111,932	265,700	211,395	589,027	103,689	45%
Materials and Services							
Publications	500	56	30	30	116	219	23%
Postage	250	110	60	8	178	211	71%
Operating Supplies	6,700	340	806	274	1,421	976	21%
Minor Furniture	750	637	-	-	637	1,663	85%
Telephone	8,585	1,837	1,888	1,830	5,555	5,284	65%
Advertising	2,920	263	475	380	1,118	1,664	38%
Rent - Office Space	82,400	12,999	20,354	22,407	55,760	54,878	68%
Rent - Meeting Rooms	500	100	-	-	100	-	20%
Lease - Copier	4,300	576	637	290	1,503	2,376	35%
Property and Liability Insurance	10,700	184	-	12,312	12,496	11,356	117%
Printing	2,000	-	-	-	-	255	0%
IF Charges	4,000	73	303	74	449	7,044	11%
Total Materials and Services	123,605	17,176	24,553	37,605	79,334	85,928	64%
Travel, Training, and Staff Development							
Mileage & Parking	4,800	515	298	-	813	3,310	17%
Travel / Training (Staff)	49,500	9,442	(59)	7,265	16,648	47,974	34%
Educational Speaker Series	15,000	-	-	-	-	14,079	0%
Board/Staff Retreats, Facilitators, Food	1,200	680	862	58	1,600	1,144	133%
Dues, Subscriptions, and Memberships	11,525	3,286	2,862	2,376	8,524	8,951	74%
Total Travel, Training, and Staff Development	82,025	13,923	3,963	9,699	27,585	75,458	34%
IT Operations							
IT Professional Svcs	32,700	6,170	5,924	5,767	17,861	21,848	55%
Software	40,188	6,691	10,095	3,591	20,378	16,174	51%
Hardware - New and Replacement; Repairs/Maint.	14,700	4,547	500	2,654	7,702	1,794	52%
Online Services	12,913	3,098	3,174	3,253	9,525	9,386	74%
Total IT Services	100,501	20,505	19,694	15,266	55,465	49,202	55%
TOTAL EXPENDITURES (Paid in 2020)	2,975,363	487,399	583,583	575,745	1,646,727	1,181,595	55%
CASH BALANCE 9/30/20					897,066	1,033,279	

2020 DRAFT BOARD AGENDAS

		Action	Information & Discussion
NOV			DATA Project Task 1A Findings
			US195 / I-90 Update
			DivisionConnects Update
			Employee Handbook & Compensation Plan Structure
			2021 Budget & Indirect Cost Plan
DEC	2021 Budget /ICP Adoption		Financial Forecast - 1st touch
	Employee Handbook & Compensation Plan Structure		Project Health (TIP & CL)
	Approve DATA Project Design Plan		Freight Planning Update - SRTC & WSDOT Advis.

2021 DRAFT BOARD AGENDAS

		Action	Information & Discussion
JAN	DivisionConnects Transit LPA		Preservation Call for Projects
			Financial Forecast - 2nd touch
FEB	Financial Forecast Acceptance		

MEETING SUMMARY

Spokane Regional Transportation Council Transportation Technical Committee (TTC) Meeting September 23, 2020 1:30 pm – Zoom Video Conference

Action Items

- **2021-2024 Transportation Improvement Program (TIP)** –SRTC Staff (Ms. Jones) provided an overview of the TIP and the amount of funding it contains. She outlined the projects included in the TIP by type and percentage of funding, described the public involvement efforts and the six projects new to this TIP.

Ms. Jensen presented information about WSDOT Bridge Preservation Priority Funding. Because of a deficit in preservation funding, WSDOT has had to shift from priority based on bridge deterioration to focus only on bridges on Interstate Mainline and T-1 freight routes. Consequences of this shift in priority means bridge closures, routes taken out service, detours and increased costs to open closed infrastructure rather than preserving them now. She spoke about the negative impacts these consequences will have on residents and freight movement, especially in rural areas, and discussions WSDOT is having about rural community equity. Mr. Jackson remarked that the lack of funding for bridge preservation is a very important issue and suggested spreading the message to a wide audience.

Ms. Jones noted that the public comment period remains open until 9/30/20. A motion to recommend Board approval of the 2021-2024 TIP passed unanimously.

Information and Discussion Items

- **Metropolitan Transportation Plan (MTP) Update – Regional Bike Network** – SRTC Staff (Mr. Lien) explained the purpose of regional networks, outlined bike network criteria and how they were determined. Staff presented information to the TTC in June about the criteria for defining a regional bike network and has since worked to apply the criteria. He highlighted major destinations and employment centers; he presented maps illustrating Class I, II and III bike facilities within .25 miles of NHS roads. He said implementation will start to define where the regional priorities are for bike facilities and incorporate that into the MTP update. Next steps in the process are further discussions with member agencies, coordination with local plans, coordination of modal networks, another presentation to the TTC in 1Q 2021 and development of a policy framework for the MTP.

- **Highway Systems Plan (HSP) Update** – Mr. Otterstrom reported that he is participating on the HSP Advisory Committee as a representative of the State Transit Association. He said the HSP is just one of multiple WSDOT modal plans, and the HSP was last updated in 2007. He described the goals and objectives for the HSP update and emphasized that topics not included in the scope of this update are; a project list, identifying/evaluating needs outside of the State ROW, project level/network analysis. He showed the update time and said he will continue to provide status updates to the TTC.

MEETING SUMMARY

Spokane Regional Transportation Council Transportation Advisory Committee (TAC) Meeting September 28, 2020 3:00 pm – Zoom Video Conference

Action Items

- Approval of August meeting minutes passed unanimously.

Education Items

- **DATA (Data Application for Transportation Analysis) Project** – Staff provided a history and overview of the project, highlighted completed milestones to date, addressed project timeline and outlined upcoming steps.
- **Chair Report on SRTC Board of Directors Meeting** – TAC Chair reported on the topics and discussions covered at the September 10 Board meeting.

Information & Discussion Items

- **TAC Work Plan Finalization** – Ms. Minshall suggested that the group discuss two of the four identified focus areas this month. Based on TAC member responses, the topic areas of the work plan that had the highest interest were:
 - Focus Area 1: Increased engagement of business and the public for transportation decisions and education. Heightened interagency communication.
 - Focus Area 3: Linkages between economic development and transportation

Mr. Bertelsen noted that the edited work plan was presented to the Board at their last meeting and they had no comments or discussions, so the TAC can move forward with the plan.

Members broke into two groups for in-depth discussions about

- Scope and schedule
- Top priorities for each topic
- Champions both inside and outside the TAC
- Possible opposition or obstacles
- Resources required and questions for staff
- Goals that could be reached easily in order to get some synergy going
- Deliverables
- Data needs
- Any other groups in the region currently working on this topic
- The “why” of the topic – what is the most important reason to be engaged in this topic

The entire group reconvened to summarize their conversations. Mr. Bertelsen said it sounds like the group is satisfied with the work plan as presented in the packet and asked if they would like to vote to formally adopt the plan.

A motion to adopt the 2020 TAC Work Plan as presented passed unanimously.

Ms. Minshall spoke about agenda items for the next meeting.

MEMORANDUM

To: Ben Wick, Chairman, SRTC Board
SRTC Board Members

cc: Sabrina Minshall, Executive Director

From: Stanley M. Schwartz, Board Attorney

Date: October 6, 2020

Re: Interlocal Agreement – Tribal Members

1. **Introduction.** Previously, I prepared a memo dated September 30, 2020, with respect to the addition of new members to the Interlocal Agreement ("ILA"). Following phone calls, I delivered a second memo to attorneys representing Spokane County, City of Spokane Valley and the Spokane Transit Authority dated October 3, 2020. While I stand by my opinion(s), the four lawyers interpret the agreement differently. I believe this suggests there are ambiguities in the Interlocal Agreement. See for example §§ 6 and 13.
2. **Recommendation.** To avoid a dispute and difference of opinions concerning the addition of certain Tribal entities, a solution to consider is for the Board to approve the following motion. Note, RCW 47.80.050(2) requires Regional Transportation Organizations (SRTC) to offer federally recognized tribes within the planning area, voting membership on SRTC "every two years or when the composition of the board ... is modified in an interlocal agreement." The resignation of Spokane Airports, effective December 31, 2020 means the Tribes must be extended membership before that date.

SRTC Board Motion.

I move that the Board, by affirmative vote of a majority of those present, direct the Executive Director to send letters requesting that the Members of the signatories of the ILA, through their governing bodies, take action pursuant to RCW 47.80.050(2) to offer voting membership on SRTC to Kalispel Tribe of Indians and Spokane Tribe of Indians.



Wednesday, October 7, 2020

Re: Resolution 20-03: Declaring Intent to Add New Voting Members and Providing for Other Administrative Matters Related Thereto

Dear Spokane Regional Transportation Council Board,

I am writing to express my support of adding the Kalispel and Spokane Tribes as voting members and to strongly urge my fellow board members to lend their support as well. We live and work on tribal lands – they have been here long before us and deserve a seat at the table. They’ve gone on too long not being acknowledged and not being included in these discussions that affect their communities. To deny them and what they offer is, at the very least, disrespectful. But most importantly, it’s racist.

The tribes deserve a say in how the ILA is written; anything less than that just confirms that we continue to take and take from our Indigenous communities without giving thought to the repercussions and effects of our actions. It is 2020 - we can no longer afford to not be inclusive in all facets of our livelihoods.

Regards,

A handwritten signature in black ink that reads "Kate Burke".

Kate Burke, Spokane City Council Member, District 1