

MEETING MINUTES

Spokane Regional Transportation Council
Board of Directors Meeting – Thursday October 14, 2021
Zoom Video Conference Meeting

1 Call to Order/Record of Attendance/Excused Absences

Chair Ben Wick brought the meeting to order at 1:00 pm.

IN ATTENDANCE

Board Members:

Mayor Ben Wick, *City of Spokane Valley* (Chair)
Paul Schmidt, *City of Cheney* (Vice Chair)
Mayor James Weathers, *City of Airway Heights*
Council Member Dee Cragun, *City of Deer Park*
Mayor Cris Kaminskas, *City of Liberty Lake*
Mayor Kevin Freeman, *City of Millwood*
Council Member Lori Kinnear, *City of Spokane*

Larry Stone, *Major Employer Representative*
Council Member Micki Harnois, *Southeast County Towns Rep.*
Commissioner Al French, *Spokane County*
E. Susan Meyer, *CEO, Spokane Transit Authority*
Todd Coleman, *Transportation Advisory Committee*
Mike Gribner, *Regional Administrator, WSDOT-Eastern Region*
Kelly Fukai, *Washington State Transportation Commission*

SRTC Staff:

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

Alternate Board Members:

Council President Breean Beggs, City of Spokane

Guests:

Chris Breiland, *Fehr & Peers*
Char Kay, *WSDOT-Eastern Region*
Bonnie Gow, *WSDOT-Eastern Region*
Anna Ragaza-Bourassa, *WSDOT-Eastern Region*
Larry Larson, *WSDOT-Eastern Region*
Katherine Miller, *City of Spokane*
Inga Note, *City of Spokane*
Kevin Picanco, *City of Spokane*
Shauna Harshman, *City of Spokane*
Karl Otterstrom, *Spokane Transit Authority*
John Hohman, *City of Spokane Valley*
Bill Helbig, *City of Spokane Valley*
Paul Kropp
Lorena Croucher

Chair Wick stated that Commissioner Mary Kunej requested to be excused from the meeting.

Mr. Schmidt made a motion to excuse the absence. Ms. Cragun seconded. Motion carried unanimously.

2 Public Comments

There were no public comments.

3 Executive Director's Report

Chair Wick noted that due to today's tight schedule, the Executive Director's report was emailed to the Board earlier and any questions could be directed to Ms. Bollenback after the meeting.

ACTION ITEMS

4 Consent Agenda

- a) September 2021 Meeting Minutes
- b) September 2021 Vouchers
- c) 2021-2024 Transportation Improvement Program (TIP) October Amendment
- d) Title VI Plan Update

There was no discussion or questions about any item on the Consent Agenda.

Ms. Cragun made a motion for approval of the Consent Agenda; Ms. Thompson seconded. All votes were in favor.

Recap for September 2021:		
Vouchers: V121664 - V121687		58,262.39
Salaries/Benefits Pay Periods Ending: 9/04/21 and 9/18/21		84,232.56
Spokane County Treasury Monthly SCIP fee - August 2021		21.81
		<hr/>
		142,516.76

5 2022-2025 Transportation Improvement Program (TIP)

Ms. Jones provided an overview of the TIP. The plan contains 85 projects totaling \$743M over the next four years. She reviewed a list of projects new to the 2022-2025 TIP and recapped the public outreach. If approved, the next steps are to submit the plan to WSDOT and it will then be incorporated into the State Transportation Improvement Plan. There were no questions or comments.

Ms. Thompson made a motion to approve 2022-2025 TIP. Ms. Cragun seconded. Motion carried unanimously.

6 Horizon 2045 - Metropolitan Transportation Plan: Needs Analysis

Mr. Fletcher recapped the intent of the Needs Analysis, which is Part II of the MTP financial assessment (Part I the MTP Financial Forecast, was accepted by the Board in March). He noted the Needs Analysis is federally required to estimate the cost to adequately maintain the region's road network and public transportation. It must also identify estimated costs for all projects and strategies proposed for funding.

He summarized the Needs Analysis update process. He also provided an overview of total estimated needs through the MTP's 2045 planning horizon, by category and points of expenditure, and discussed the anticipated gap between projected funding and future needs for preservation and maintenance in the region.

Ms. Maiké made a motion to accept Horizon 2045 Metropolitan Transportation Plan Needs Analysis as presented. Mr. Ewers seconded. Motion passed with all votes in favor.

7 Formation of Board Subcommittee to Recommend Appointment for Major Employer Representative, Rail/Freight Representative, and the Transportation Advisory Committee

Chair Wick explained that the Board terms for the Major Employer Representative and Rail/Freight Representative positions end on 12/31/21, in addition to the current appointments to the Transportation Advisory Committee. The Board is being asked to form a subcommittee to recruit and evaluate applicants for these positions and make a recommendation to the full Board.

Ms. Bollenback noted that as specified in the new Interlocal Agreement, establishment of Board committees are to be done by resolution. Mr. Stone commented that he will not be applying for reappointment as the Major Employer Representative and would be willing to serve on the committee.

Ms. Fukai joined the meeting at 1:15.

Mr. Stone made a motion to approve formation of a committee as outlined. Ms. Cragun seconded. All votes were in favor.

Chair Wick asked for members to volunteer to serve on this committee. Council Member Schmidt, Mr. Stone, Ms. Fukai and Mr. Gribner volunteered.

INFORMATION & DISCUSSION ITEMS

8 Unified List of Regional Transportation Priorities

Ms. McMenemy recapped the background and history of this project, which started in March. Today's discussion will be around the unified list which could be used to help create 2022 federal agendas or for additional funding opportunities. She reviewed the development schedule to date and the Board approved screening criteria.

She introduced the pipeline approach, which is a concept where projects are listed in three categories or stages which end in project implementation. The categories are:

- Initiation: Projects that are more conceptual, not in any planning documents yet. The focus is to move these into way into local, state and/or regional plans.
- Project Development: Projects in local, regional or state plans in various early stages development, which would benefit from additional funding for project development.
- Implementation: Projects through preliminary engineering, progressing right of way, if needed, and environmental review; already a financial commitment behind these projects and ready for the final push to completion.

Ms. McMenemy shared the project list, which has been divided into the three categories, and shared feedback staff received from the TTC and TAC. She asked the group for feedback on the pipeline process. Mr. French joined the meeting at 1:30.

The group discussed and some comments included;

- Would like more information about how the criteria was applied and an opportunity for a conversation about scoring.
- The visuals are very helpful; this list is meant to start the Board conversation and assist in the Board's decision
- DUIs and fatal crashes are increasing and would like to see how that fits into the list; the Board should advocate for projects that improve safety
- This is an effective approach; screening criteria does not bind us to an outcome, it helps inform a decision; this is a good start
- The criteria do not address the value of a project; how many jobs it would create, freight mobility improvement, etc. There is a lot of additional criteria that could be used. Ms. Bollenback replied that has been recognized and this year's effort is just the first step in the journey. It is the intent to refine the evaluation criteria over time. As this process develops, staff also envisions creation of a single sheet story/educational materials on each project that could potentially include information about safety, congestion, economic analysis, climate change, equity, etc.
- The current list does not evaluate whether a project is collaborative with other agencies, but this can be added in future iterations.
- Thanks to staff for creating this; it's exactly what was needed. There is both state biennium funding and long-term transportation packages and this list could serve for both. It's a good mix of maintenance/preservation and "ribbon cutting" type projects.
- The pipeline approach is easy to follow, which is important for funders.

- This tool is a big picture view that also provides key details on important part; good format to keep as a living document.

Ms. McMenemy said next steps are to obtain additional feedback from the TTC and TAC at their October meetings, come back before the Board requesting approval in November, the development of educational materials, and creation of a continuous process to improve criteria and refresh the Unified List annually.

9 US 195/I-90 Study Final Report

Mr. Stewart provided a background to the study, which has been going on since 2019. The draft final report was forwarded to the multi-jurisdictional study advisory team in mid-August; their comments were incorporated in this document.

He gave the floor to Mr. Chris Breiland, from Fehr & Peers; he described the five study goals and the recommended strategies and projects that address each one. He said the package of recommended projects are expected to:

- Reduce traffic volumes using the northbound merge with eastbound I-90
- Reduce vehicle conflict points on US 195 by 50%
- Create new local connections to downtown
- Build new connections with facilities for bicycles and pedestrians
- Cost less to implement than previous US 195 strategies or a rebuild of the US 195/I-90 interchange

Estimated cost for the nine key investments is \$91.3M, based on planning level estimates and 2021 dollars. Mr. Stewart spoke about past and upcoming community engagement efforts.

. Mr. Ewers noted that semis have difficulty getting up to speed from the stop light at the ramp meter at the 195/I-90 interchange due to the shortness of the ramp. Mr. Stewart said there have been conversations with WSDOT about re-timing the light.

Ms. Kinnear asked about the expected life-expectancy of the improvements. Mr. Breiland said it is anticipated to be approximately 20 years. He noted the analysis looked to the year 2040 and considered population growth in Spokane and the West Plains and while these strategies will not eliminate congestion, they will create alternative pathways so that not all traffic in the area must use US 195 and go through the I-90 interchange.

10 Horizon 2045 – Metropolitan Transportation Plan: Draft Chapter 3

Mr. Ulrich highlighted the number of times that TTC has discussed this topic and stated that their input has been integral in developing the overall MTP update.

He explained that Chapter 3 is a report on future conditions (baseline or no-build scenarios) to be used as a point of reference. He spoke about estimated regional household and employment density by transportation analysis zones and anticipated growth in these areas to 2045.

Mr. Ulrich spoke about other elements in Chapter 3 including congestion management, performance targets, future transportation programs, future environmental conditions, scenario planning and future transportation needs. He noted the draft document is posted on the SRTC website and the second virtual public meeting related to the MTP update will be held this evening.

11 CY 2022 Budget and Indirect Cost Plan, CY 2021 Q3 Budget Update

Mr. Griffin reported that the Board Administrative Committee met on October 1 to review the draft budget in depth. The budget is a 25% increase over 2021, primarily as a result of the electrification grant. Without considering the electrification grant, the total budget decrease is 6%. He stated that personnel costs are 75% of the overall budget and the new Deputy Executive Director position replaces a Principal Transportation Planner position.

He went over budget highlights and reviewed how the Indirect Cost Plan is tied to the budget. Mr. Griffin then presented the 3rd Quarter 2021 Budget Update, including starting and ending cash balance.

Mr. Ewers asked if SRTC takes a portion out of the electrification grant funding to cover costs for administering the grant. Mr. Griffin replied that it does not. There were no further questions or discussion.

12 West Plains Subarea Transportation Management Plan

Ms. Kay reported the study has been under development for the past 2.5 years and its purpose is to address safety and mobility in the West Plains in the area of US 2. A major consideration is travel time for Fairchild Air Force Base personnel. She said as part of the study, WSDOT used market land use methodology to predict land use development to 2045. The demographic analysis of future employment and housing needs in the area included discussions with Fairchild. The analysis also included details about housing, office space, industrial use and retail.

Ms. Kay highlighted the study's major accomplishments to date and summarized the extensive community engagement that has been done. She emphasized that WSDOT is committed to make sure the City of Airway Heights downtown revitalization plan aligns with mobility goals of the study.

She presented the West Plains Traffic Circulation plan for the area in and around US 2; a list of proposed strategies was included in the packet. There were no questions or discussion.

13 Spokane Transit Authority City Line Update

Ms. Meyer shared details about the City Line and progress towards implementation. She explained that due to Covid, supply chain issues and the complexity of design, the rolled tube steel material to be used in station shelters specifically designed for City Line will not be available in time for STA to launch the new route in May 2022 as previously announced. The new launch date is July 2023 but there will be no change to the project budget.

14 Board Member Comments

There were no comments.

15 Adjournment

There being no further business, the meeting adjourned at 2:59 pm.

Julie Meyers-Lehman, Clerk of the Board