



Board of Directors Meeting

Thursday, March 10, 2022 • 1:00 PM – 3:00 PM

Virtual Meeting via Teleconference

PUBLIC NOTICE:

SRTC Board meetings will be held virtually until further notice.

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Public comments are welcome and 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 Agenda

Thursday, March 10, 2022 - 1:00 pm

Time	Item	Page #
1:00	1. Call to Order / Record of Attendance / Excused Absences	
1:02	2. Public Comments	
1:07	3. Executive Director's Report (<i>Lois Bollenback</i>)	n/a
	a) Interlocal Agreement Implementation Subcommittee Update	
	b) Legislative Session	
	c) Funding	
	<u>FOR ACTION</u>	
1:15	4. Consent Agenda	
	a) February 2022 Meeting Minutes	3
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	c) 2022-2025 Transportation Improvement Program March Amendment	10
	d) CY 2022 Budget Amendment and Recommendation for IT Servers and Support	14
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1:20	5. Critical Urban and Rural Freight Corridors (<i>David Fletcher</i>)	20
1:30	6. Transportation Performance Measures: Safety Targets (<i>Mike Ulrich</i>)	27
	<u>FOR INFORMATION AND DISCUSSION</u>	
1:40	7. 2022 Transportation Planning Presentation Series: Safety (<i>Mike Ulrich</i>)	31
1:50	8. Coordinated Public Transit – Human Services Transportation Plan Update (<i>Jason Lien</i>)	32
2:25	9. Board Member Comments	
2:30	10. Adjournment	
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MEETING MINUTES

Spokane Regional Transportation Council
Board of Directors Meeting – Thursday February 10, 2022
Zoom Video Conference Meeting

1 Call to Order/Record of Attendance/Excused Absences

Chair Paul Schmidt brought the meeting to order at 1:01 pm and roll was taken.

IN ATTENDANCE

Board Members:

Council Member Paul Schmidt, *City of Cheney* (Chair)
Council Member Betsy Wilkerson, *City of Spokane* (Vice-Chair)
Council Member Sonny Weathers, *City of Airway Heights*
Council Member Dee Cragun, *City of Deer Park*
Mayor Terri Cooper, *City of Medical Lake*
Mayor Kevin Freeman, *City of Millwood*
Council Member Zach Zappone, *City of Spokane*
Mayor Pam Haley, *City of Spokane Valley*
Council Member Rod Higgins, *City of Spokane Valley*
Doug Yost, *Major Employer Representative*
Council Member Micki Harnois, *Small Towns Representative*
Commissioner Al French, *Spokane County*
Commissioner Mary Kuney, *Spokane County*
Susan Meyer, *Spokane Transit Authority*
Rhonda Young, *Transp. Advisory Committee Chair*
Inga Note, *Transp. Technical Committee Chair*
Mike Gribner, *WSDOT-Eastern Region*
Kelly Fukai, *WA State Transportation Commission*

Staff:

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

Guests:

Peter Gay
Charles Hansen
Paul Kropp
Joe Tortorelli, *Spokane Good Roads Assn.*
Frank Metlow, *Spokane Tribe*
Karen Corkins, *S3R3*
Lisa Key, *City of Liberty Lake*
Tom Sahlberg, *Transp. Advisory Committee*
John Hohman, *City of Spokane Valley*
Gloria Mantz, *City of Spokane Valley*
Adam Jackson, *City of Spokane Valley*
Bill Helbig, *City of Spokane Valley*
Shauna Harshman, *City of Spokane*
Mark Carlos, *City of Spokane*
Kevin Picanco, *City of Spokane*
Karl Otterstrom, *Spokane Transit Authority*
Char Kay, *WSDOT*
Glenn Wagemann, *WSDOT*
Anna Ragaza-Bourassa, *WSDOT*
Chad Coles, *Spokane County*
Matt Zarecor, *Spokane County*
Brandi Colyar, *Spokane County*
Steve Johnson, *Spokane County*
Ryan Medenwaldt, *SRTMC*
LeAnn Yamamoto, *CommuteSmartNW*

Chair Schmidt said Matt Ewers, Glenn Ford and Mayor Kaminskis requested to be excused from the meeting;

***Ms. Wilkerson made a motion to excuse the absences. Mr. Higgins seconded.
Motion passed unanimously.***

Chair Schmidt shared a few suggestions for keeping virtual meetings running smoothly, such as keeping microphones muted when not in use, stating your name when making a motion, etc.

2 Public Comments

Chair Schmidt announced that Mr. David Tonkin of Port Angeles, WA submitted a written public comment to the SRTC Board including an attached report. Both items were emailed to all Board members yesterday and the subject of the comment is "Bringing Urban Mass Transportation into the 21st Century".

3 Executive Director's Report

Ms. Bollenback reported on:

- The first round of invitations to participate in SRTC's Household Travel Survey have been mailed to randomly selected households throughout the county. Staff is seeking support from the Board to spread the word and encourage people to participate in the survey.
- SRTC's computer server irreparably failed and the amount of funding included in the 2022 budget for IT is not enough to replace it therefore, a budget amendment will be required. An amendment request will come before the Board in the next month or two.
- FFY 2022 Federal Highway Administration planning funds have been received by SRTC and the amount is unexpectedly about \$110,000 more than last year, for a total amount of approximately \$740,000. Last month she spoke to the Board about a request for off-the-top funding from the 2022 Call for Projects partially to refill an empty staff position. Despite this increase in FHWA funding, she does not want to rescind the request since it is not known if the FHWA funding increase will continue in subsequent years.
- A transportation spending package introduced in the state Legislature earlier this week and at his request, Rep. Riccelli was sent a copy of the SRTC Unified List of Regional Transportation Priorities with additional project details and contact information to aide in potential additions to the package.

ACTION ITEMS

4 Consent Agenda

- a) January 2022 Meeting Minutes**
- b) January 2022 Vouchers**
- c) Kalispel Tribe of Indians: Agreement of Voting Membership**
- d) 2022-2025 Transportation Improvement Program (TIP) January Amendment**
- e) Appointment of 2022 Transportation Advisory Committee Officers**

Ms. Wilkerson made a motion for approval of the Consent Agenda as presented; Ms. Haley seconded. Motion passed unanimously.

Chair Schmidt announced this action adds a voting membership seat on the Board for the Kalispel Tribe; they have not yet selected a representative for the position.

5 Interlocal Agreement Implementation Subcommittee

Ms. Bollenback stated that the Interlocal Agreement (ILA) identifies several standing committees and requires that they be established by resolution. A Nominating Committee was convened last year to develop a resolution and updated bylaws for the Transportation Advisory Committee (TAC).

Staff is requesting the creation of a Board subcommittee to:

- Draft a resolution and updated bylaws for the Transportation Technical Committee (TTC)
- Develop a resolution defining the duties, powers, purpose, and responsibilities of the Administrative Committee

- Assess the Board's Rules of Procedure document for consistency with the 2021 ILA and recommend updates as needed.

Recommendations for resolutions, bylaws and Rules of Procedure will be brought before the full Board for approval and the Board will be kept informed of the subcommittee's progress.

Chair Schmidt requested that the Board Chair and Vice-Chair be a part of the subcommittee; Ms. Wilkerson accepted the nomination. There was a call for additional volunteers. Ms. Cragun, Ms. Cooper, Ms. Meyer and Mr. Higgins volunteered.

Ms. Meyer made a motion for approval of the six Board members to form the ILA Implementation Subcommittee. Ms. Cragun seconded. Motion passed unanimously.

6 2024-2026 SRTC Call for Projects Principles of Investment

Ms. Jones read the requested action, summarized the five federal funding types and the amounts available in each, totaling approximately \$43,000,000 for the three-year period. She reviewed the proposed Principles of Investment, which are:

- Off-the-Top request from SRTMC for \$2,104,115
- Off-the-Top request from SRTC for \$1,500,000
- Minimum award for small towns of \$1,500,000
- Set-aside \$9,200,000 for preservation projects in 2025-2026

She reminded the group that last month WSDOT staff and Ms. Bollenback had shared details about the off-the-top requests. Both the TTC and TAC discussed the principles of investment in January and had no opposition to the principles of investment. She explained it is the Board's choice whether to take action on all four principles of investment as a package or as separate items.

Discussion ensued. Comments included:

- The City of Medical Lake still has less a population less than 5,000.
- Ms. Meyer provided information about SRTMC's operations and funding. She encouraged members to vote in favor of this funding request because the services provided by SRTMC benefit the entire region.
- Request for SRTC staff to come to the small towns to share information about the call for projects with town staff.
- Mr. French agreed with the statements supporting the SRMTC request. He also suggested that the Board receive more information about the SRTMC, traffic management systems, and the role of technology.
- Chair Schmidt suggested that other member agencies might also be interested in a call for projects workshop.

Ms. Cragun made a motion for approval of all Principles of Investment as presented Ms. Meyer seconded. Motion passed unanimously.

INFORMATION & DISCUSSION ITEMS

7 SRTC 2022 Equity Planning Framework

Mr. Redlinger explained the purposes of developing an equity planning framework at this time, outlined the draft goals/timelines, and next steps in the process, which include the formation of an Equity Work Group consisting of volunteers from the TTC and TAC. He said this group will formulate recommendations for the Board regarding equity policy, project evaluation data needs and outreach, as well as receive presentations from guest speakers from the community.

The Board was asked to respond to a live poll to share their opinions for ranking most important purposes for pursuing an equity planning framework. Ms. Fukai asked why Board members were not asked to participate in the Equity Work Group. Mr. Redlinger responded that involvement by Board members would be very welcome and invited anyone interested to let him know; Ms. Fukai said she would like to take part.

8 2022 Transportation Discussion Series: Quality of Life

Mr. Lien explained the purpose of this discussion series is to improve the assessment of the transportation system needs to assist in making smart investments. Many people define Quality of Life in terms of local amenities and the multimodal transportation system is what connects the region together.

In the long-range transportation plan, quality of life is described in terms of a balanced transportation system and a system that is truly multimodal with safe and convenient access for all users. He shared data about trail network usage and STA ridership.

Mr. Lien stated that diversity of transportation choice is very important for system resiliency; the goal is to create a create a transportation system that is complementary with a focus on connectivity/access, public health (air quality, active transportation), equity, and cost. He spoke about ways in which the long-range plan currently enhances transportation choices.

Indicators or measurement of quality of life consist of metrics such as miles of facility type, network density, level of traffic stress for cyclists, proximity to bus stops, etc. Mr. Lien asked the group to discuss how to measure success for projects and are there other metrics that should be considered.

Comments included:

- Quality of Life discussions should contain a public engagement component.
- Gaps in the trail system is an issue. Suggested development of a metric to evaluate the level of completeness or connectivity of the trail system.
- Community engagement about transportation needs for quality of life goes hand in hand with the equity conversation.
- Multimodal conversations are where transportation discussions have the most meaning.
- Transportation system safety ties in tremendously with quality of life.
- Quality of life discussions might need a special lens for looking at the transportation needs of older people.
- Need to consider trails in rural areas as well and regional connectivity. Recognize there are public health benefits.

9 DivisionConnects Update

Mr. Lien provided an overview of the background and structure of the study, which was launched in 2020, noting it is in the final stages now. Phase I was completed and was accepted by the SRTC and STA Boards in spring 2021 and Phase 2 kicked off in summer 2021.

He shared details about the scope of work for Phase 2 which consists of land use planning, active transportation planning, a framework for active transportation project identification, and continued public engagement. Mr. Lien outlined next steps and the project schedule. Final plans are scheduled for completion in May. There were no questions or discussion.

10 Transportation Performance Measures: Safety Targets

Mr. Ulrich spoke about the Highway Safety Improvement Program established in 2005, which is continued under the recently approved federal infrastructure bill, to create a strategic approach using transportation system information to make investments and policy decision to achieve performance goals in five safety performance target areas. MPO's must either agree to support the State DOT targets or establish their own.

WSDOT's targets are 5-year rolling averages of:

1. Number of fatalities
2. Rate of fatalities per 100M of vehicle miles traveled
3. Number of serious injuries
4. Rate of serious injuries per 100M of vehicle miles traveled
5. Number of non-motorized fatalities and non-motorized serious injuries

He presented data about the 5-year average of those metrics for Spokane County. The Board must decide at the next meeting whether to (1) agree to support WSDOT's targets or (2) commit to a quantifiable HSIP target for the metropolitan planning area. The last time this issue was brought before the Board in May 2019, the Board approved a resolution agreeing to plan and program projects that support the WSDOT targets.

Member comments included;

- Ms. Fukai asked how agreeing to support the state targets intersect with other project priorities, which may not necessarily align with those safety measures? Mr. Ulrich stated that agreeing to support the State targets does not bind SRTC to any type of quantifiable target, unlike the second option.
- Mr. French recalled that when this topic was discussed in 2019, it was agreed that the option to support state targets was less burdensome on the agency than creating our own. Mr. Ulrich confirmed that there are a variety of additional reporting requirements that come with setting our own targets.
- Ms. Wilkerson asked what type of data or process SRTC would have to go through to set our own targets. Mr. Ulrich explained the policy choices the Board would have to make regarding the target number for fatalities, serious injuries and non-motorist fatalities and injuries. He spoke about the challenges in tracking the rates of fatalities and injuries per number of vehicle miles traveled.

11 Critical Urban and Rural Freight Corridors

Mr. Fletcher provided an overview of the update to the Critical Urban Freight Corridor/Critical Rural Freight Corridors (CUFC/CRFC) being led by WSDOT's Rail, Freight and Ports Division. He described the "project first" approach being utilized and WSDOT's project scoring criteria, which are tied to state transportation policy goals. He spoke about how CUFC/CRFC routes are part of the National Highway Freight network and the amount of funding available to improve freight performance.

Mr. Fletcher explained how staff worked with local agencies to develop a list of candidate regional priority freight projects for NHFP funding consideration, based upon projects in Horizon 2045 and the Unified List of Regional Transportation Priorities. He shared a map of where these candidate projects fall along the regional freight priority network. He shared the list of candidate projects and their likely competitiveness based on WSDOT's scoring criteria.

The Board is being asked for input to narrow the focus on the list of projects to be submitted for funding through WSDOT. Staff will filter the regional priority project lists and further assess their competitiveness based on the state criteria. The Board will be asked to take action on a final list of projects next month. He described next steps.

Members discussed and the following points were raised;

- Mr. Gribner said he was expecting a different correlation on the Inland Empire Way project, as it exists solely to solve a problem on US 195. Mr. Gribner said he might need to speak to the WSDOT Rail, Freight and Ports Division about their criteria and scoring.
- Ms. Fukai shared information about data issues for the Spotted Road project. She spoke about the importance of looking at projects in view of the whole system.
- Ms. Bollenback commented that parallel facilities are sometimes the resolution to an issue along a corridor, and that doesn't seem to be well represented through the criteria used in this update.
- Ms. Wilkerson said she would like to understand more about WSDOT's process of selecting criteria.

12 Board Member Comments

There were no comments.

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 FEBRUARY 2022

<u>Date</u>	<u>Voucher</u>	<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
2/11/22	V121777	Rehn & Associates	Annual Service Fee for CY 2022	250.00
	V121778	Visionary Communications, Inc.	Fiber Services, Jan 2022	929.63
	V121779	Standard Printworks	Print 25 copies of Horizon 2045	730.58
	V121780	Intrinium	Managed IT Services - Mnthly Feb	2,486.00
	V121781	WA State Dept of Retirement	Employee and Employer Contributions: January 2022	12,783.42
	V121782	Pacific Office Automation	Copier Lease/Usage December 2021	159.15
	V121783	ESRI	ESRI (GIS) licenses & maintenance for 2022	19,057.62
	V121784	Rehn & Associates	Staff Payroll Deduction Health Ins Contributions: Pay Period 2022-03	310.00
	V121785	DIVCO	Replace/repair server A/C unit water regulator valve	2,001.31
	V121786	Allstream	Telephone: Lines to 3/7/22 and Long Distance for Jan 2022	991.96
	V121787	Spokesman Review	Adv Board/Cmte mtg dates; TIP amendment public notice	84.57
	V121788	McAloon Law PLLC	Legal Svcs for ETS Grant discussions (Jan'22)	927.50
	V121789	Dell	WD19TBS Perf Dock for MU	319.66
2/25/22	V121790	Rehn & Associates	Staff Payroll Deduction Health Ins Contributions: Pay Period 2022-04	310.00
	V121791	Resource Systems Group Inc	Proj 21105 Tasks 3,4,5,6 - DATA Project - Oct 2021	10,465.85
	V121792	Vision Municipal Solutions	Accounting/Payroll software purchase installment 4 of 5	2,000.00
	V121793	Resource Systems Group Inc	Proj 21104 Tasks 1,2,3 - Household Survey - Sept 2021	5,351.48
	V121794	AWC Employee Benefit Trust	March '22 Benefit Insurance Premiums	10,875.80
	V121795	Resource Systems Group Inc	Proj 21104 Tasks 1,2,3 - Household Survey - Oct 2021	13,663.46
	V121796	Intrinium	Managed IT Services - Mnthly Feb O365 software	436.00
	V121797	Resource Systems Group Inc	Proj 21104 Tasks 1,2,3 - Household Survey - Nov 2021	17,228.09
	V121798	Resource Systems Group Inc	Proj 21104 Tasks 1,2,3 - Household Survey - Dec 2021	13,811.88
	V121799	EMLVO P.C.	Jan'22 legal svcs: Board mtg; ILA issues review	1050
	V121800	Parametrix	Division St Corridor Study 10/31/21 - 11/27/21	15,550.55
	V121801	Rehn & Associates	Admin fee Jan '22	75.00
2/28/22	V121802	Pacific Office Automation	Copier Lease January 2022	143.04
	V121803	Diamond Plaza LLC	Paulsen Center Suite 500/504 Lease for March 2022	7,124.20
	V121804	WTS Spokane Cd'alene chapter	WTS Gala table sponsorship	250.00
		Reimbursement(s) Verizon refund for contract termination		(33.72)
		Salaries/Benefits Pay Periods Ending: 2/05/22 & 2/19/22		77,816.12
1/31/22		Spokane County Treasury Monthly SCIP fee - January 2022		20.48

TOTAL February 2022 217,169.63

Recap for February 2022:

Vouchers: V121777 - V121804	139,333.03
Salaries/Benefits Pay Periods Ending: 2/05/22 & 2/19/22	77,816.12
Spokane County Treasury Monthly SCIP fee - January 2022	20.48
	217,169.63

As of 3/10/22, the Spokane Regional Transportation Council Board of Directors approves the payment of the February 2022 vouchers included in the list in the amount of:
\$217,169.63

SRTC Board of Directors Chair, Paul Schmidt

To: Board of Directors 03/03/2022
From: Kylee Jones, Associate Transportation Planner III
Topic: **2022-2025 Transportation Improvement Program (TIP) March Amendment**

Requested Action:

Approval of the March amendment to the 2022-2025 TIP as shown in the **Attachment**.

Key Points:

Four agencies have requested amendments to the 2022-2025 TIP for the following seven projects. See **Attachment** for more details.

- **Spokane County**
 - Little Spokane Connection Road Separated Pathway
 - Brooks Rd
- **City of Airway Heights**
 - Highway 2 Shared Use Path Gap Project
- **WSDOT**
 - US 395/NSC Sprague Ave to Spokane River – Stage 2
 - US 395/NSC Sprague Ave to Spokane River – Stage 3
- **City of Spokane**
 - Thor Freya Couplet from Hartson to Sprague Ave
 - Spokane Falls Blvd

TIP Overview

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

Board/Committee Discussions:

The Transportation Technical Committee and the Transportation Advisory Committee discussed the proposed March amendment on 02/23/22.

Public Involvement:

Pursuant to SRTC's Public Participation Plan, this amendment was published for a public review and comment period from 02/16/2022 through 02/26/2022 at 4:00pm. On 02/16/22 notice of the amendment was published in the Spokesman Review, posted to the SRTC website (www.srtc.org), and posted to social media platforms. No comments were received.

Supporting Information/Implications:

The TIP serves as an important tool in implementing the goals, policies, and strategies identified in Horizon 2045, SRTC's long-range plan. As such, any projects included in the TIP, including projects added through monthly amendments, must be consistent with Horizon 2045. Consistency with Horizon 2045 includes a demonstration of financial constraint and conformity with regional air quality plans. The March amendment has been reviewed by SRTC staff for compliance with federal and state requirements and consistency with Horizon 2045.

TIP amendments must be approved by the SRTC Board to be incorporated into the Washington State TIP (STIP). Projects receiving federal funds must be in both the TIP and the STIP to access those funds.

Pending approval by the SRTC Board, the March amendment will be incorporated into the STIP on or around 04/15/2022.

More Information:

- See Attachment: 2022-2025 TIP March Amendment
- For more information contact Kylee Jones at kjones@src.org or 509.343.6370

2022-2025 Transportation Improvement Program

March Amendment (22-03)

Agency	Project Title Amendment Description	Funding Adjustment		Amendment	
				New Project	Existing Project
Spokane County	Little Spokane Connection Road Separated Pathway Added \$375,000 of federal funds and changed CN to 2022	Federal - TAP(UL)	\$415,400		✓
		Local	\$147,034		
		Total	\$562,434		
Airway Heights	Highway 2 Shared Use Path Gap Project Added additional federal funding of \$145,761	Federal - TAP-UL	\$228,919		✓
		State - TIB	\$87,317		
		Local	\$48,992		
		Total	\$365,228		
Spokane County	Brooks Rd. Added federal funds of \$1,684,000 and increased total project costs	Federal (STP-UL)	\$2,097,804		✓
		Local	\$1,096,996		
		Total	\$3,194,800		
WSDOT	US 395/NSC Sprague Ave to Spokane River - Stage 3 This project provides for the improvement of the North Spokane Corridor from Sprague Avenue to Milepost 158.03 by constructing two lanes in each direction by grading, drainage, paving, structures, erosion control, traffic control, site preparation and other work. This is an existing project but has been split into two projects for administration purposes.	State Funds	\$124,383,995		✓
		Total	\$124,383,995		
WSDOT	US 395/NSC Sprague Ave to Spokane River - Stage 2 This project provides for the improvement of the North Spokane Corridor from Milepost 158.03 to Ermina Ave by constructing two lanes in each direction by grading, drainage, paving, structures, erosion control, traffic control, site preparation and other work. - This is an existing project but has been split into two projects for administration purposes.	State Funds	\$125,941,465		✓
		Total	\$125,941,465		

City of Spokane	Thor and Freya Couplet from Hartson to Sprague Added additional federal funding of \$1,250,000	Federal- STP(UL)	\$1,732,716	✓
		Local	\$336,090	
		Total	\$2,068,806	
City of Spokane	Spokane Falls Blvd. Received \$500,000 federal funds for PE phase. Reconstruction of pavement for 3,300 feet of Spokane Falls Boulevard to include: sidewalk improvements where necessary, update lighting, traffic signals, communication lines, ADA compliance, bicycle facilities, and bumpouts where necessary.	Federal- STP(UL)	6,867,300	✓
		Local	1,245,580	
		Total	\$8,112,880	
HSIP	Highway Safety Improvement Program			
TAP(UL)	Transportation Alternative Program also known as Surface Transportation Block Grant- Set Aside funding (STBG-SA)			
STP(UL)	Surface Transportation Program			
NHPP	National Highway Performance Program			
TIB	Transportation Improvement Board			

To: Board of Directors
From: Greg Griffin, Administrative Services Manager
Topic: **Calendar Year (CY) 2022-2025 Budget Amendment**

03/03/2022

Requested Action:

Approval of an Amendment to the CY 2022 Budget and Transition of IT to a Cloud Platform.

Key Points:

- SRTC experienced a failure of the IT servers that support the organization. A temporary work around plan has been implemented while a permanent solution is identified.
- Staff worked with Intrinium, the IT systems support company for SRTC, to identify two options including: 1) migrating server functions to a Microsoft Cloud service; or 2) replacing the physical servers (see additional details below).
- Both options require additional funds for the IT budget line item.
- The overall change to the 2022 budget is a net change of \$0. To support the recommended option, budgeted funds will be moved between line items to add \$17,300 to IT Professional Services for work to overcome the non-functioning server (see attached budget table). Highlights Include:
 - Materials and Services category reduced \$6,500.
 - Travel, Training, and Staff Development category reduced \$9,550.
 - Budgeted expenditures of \$1,250 reallocated within IT Operations category to IT Professional Services.
 - Increase of \$17,300 to IT Professional Services for moving SRTC network from on premise servers to the Microsoft online services 'Cloud'.

Board/Committee Discussions:

This topic was presented to the SRTC Board under the Executive Directors report at the 02/10/2022 meeting. The Administrative Committee was also convened to review the options and budget at a meeting on 02/25/2022. After review, Option 1 that migrates office functions to the cloud is recommended.

Public Involvement:

All SRTC Board meetings are open to the public.

Supporting Information/ Implications:

The physical servers that support SRTC operations are aging and well out of warranty. The calendar year

2022 Budget adopted by the SRTC Board included \$11,500 in funding to support the anticipated replacement of this equipment and staff was researching potential options for the organization based on current and anticipated needs.

On 01/20/2022 SRTC's primary server failed. Intrinium, the firm that provides IT services support for SRTC, has been unable to return the server to a functioning status and a temporary "work around" plan was established to support SRTC.

Options:

SRTC staff has worked with Intrinium to identify two options to support SRTC operations going forward:

1. Migrate server functions to Microsoft online cloud service and away from on-premises servers. This option includes a virtual server and Virtual Private Network (VPN) gateway to house SRTC accounting/payroll software.
2. Procure and configure two (2) new on-premises servers to replace current servers.

Below is a summary of the year one and five (5) year costs for each solution:

Option 1 expense in 2022 = \$28,980

Option 2 expense in 2022 = \$39,280

Five-year totals for comparing Server Options

Option	Equipment/ License	Professional Services Labor	Recurring Charges	Utilities	Offsite Server Backup	A/C unit service	5-Year Total
1 - Cloud	-	\$27,300	\$11,200	-	\$3,000	-	\$41,500
2 - Server	\$27,325	\$11,955	-	\$30,000	\$12,000	\$4,000	\$85,280

More Information:

- Attachment: Proposed Budget Amendment
- For detailed information contact: Greg Griffin at (509)343-6386 or ggriffin@srtc.org.

Appendix
SRTC CY 2022 DRAFT Amended Budget

	CY 2022 Approved	CY 2022 Proposed - Amend	\$ change	% change
REVENUES				
SRTC Cash Reserve				
Designated Local Funds (WSDOT) carried over from 2019/20/21	20,250	20,250	-	0.0%
FHWA PL (Federal Public Law Funds)	698,741	698,741	-	0.0%
FTA (Federal Section 5303 Funds)	280,223	280,223	-	0.0%
STBG Planning Funds	350,000	350,000	-	0.0%
STBG D.A.T.A. & Study Project Funds	735,250	735,250	-	0.0%
RTPO (State Planning Funds)	144,651	144,651	-	0.0%
Local Dues	272,705	272,705	-	0.0%
Other Grants	850,000	850,000	-	-
Other Local Study Project Funds (STA - Div Study)	50,000	50,000	-	0.0%
Spokane County Treasury Interest	10,000	10,000	-	-
TOTAL REVENUES	3,411,820	3,411,820	-	0.0%
EXPENDITURES				
Personnel				
Salaries	924,323	924,323	-	0.0%
Accrued Leave Payouts \ Unemployment	1,500	1,500	-	0.0%
FICA	70,711	70,711	-	0.0%
WA State Retirement System	92,931	92,931	-	0.0%
Insurance/Benefits	154,552	154,552	-	0.0%
Total Personnel	1,244,016	1,244,016	-	0.0%
Contractual and Professional Services				
Legal Services	25,000	25,000	-	0.0%
Consultant & Professional Services	57,108	57,108	-	0.0%
Professional Services - ETS Grant Work	850,000	850,000	-	-
MTP Update	20,000	20,000	-	0.0%
Consultant Services & D.A.T.A.	700,000	700,000	-	0.0%
Consultant Services & Division St Study	200,000	200,000	-	0.0%
State Audit Charges	15,000	15,000	-	0.0%
Total Contractual and Professional Services	1,867,108	1,867,108	-	0.0%
Materials and Services				
Publications	500	500	-	0.0%
Postage	300	300	-	0.0%
Operating Supplies	4,500	4,500	-	0.0%
Minor Furniture	1,000	1,000	-	0.0%
Telephone	6,120	6,120	-	0.0%
Advertising	2,620	2,620	-	0.0%
Rent - Office Space	93,600	87,600	(6,000)	-6.4%
Rent - Meeting Rooms	500	500	-	0.0%
Lease - Copier (and usage charges)	2,700	2,200	(500)	-18.5%
Property and Liability Insurance	15,500	15,500	-	0.0%
Printing	750	750	-	0.0%
Interfund Charges County Treasurer (Fees)	4,860	4,860	-	0.0%
Total Materials and Services	132,950	126,450	(6,500)	-4.9%
Travel, Training, and Staff Development				
Mileage & Parking	2,400	1,900	(500)	-20.8%
Travel / Training (Staff)	42,700	33,650	(9,050)	-21.2%
Educational Speaker Series	5,000	5,000	-	0.0%
Board/Staff Retreats, Facilitators, Food	3,700	3,700	-	0.0%
Dues, Subscriptions, and Memberships	8,625	8,625	-	0.0%
Total Travel, Training, and Staff Development	62,425	52,875	(9,550)	-15.3%
IT Operations				
IT Professional Services	37,200	54,500	17,300	46.5%
Software	44,501	43,501	(1,000)	-2.2%
Hardware - New, Replacement, Repairs & Maintenance	12,250	12,250	-	0.0%
Online Services	11,370	11,120	(250)	-2.2%
Total IT Services	105,321	121,371	16,050	15.2%
TOTAL EXPENDITURES	3,411,820	3,411,820	-	0.0%

To: Board of Directors
From: Kylee Jones, Associate Transportation Planner III
Topic: **Electrification Grant**

03/03/2022

Requested Action:

Reaffirm the acceptance of the \$2.5 million Washington State Department of Commerce (COM) Grant for the Electrification Project, and authorize the SRTC Board Chair and Executive Director to execute the grant contract agreement with COM. This action also authorizes the Executive Director to take all actions necessary to implement and carry out the terms of the grant contract including subrecipient agreements and site agreements.

Key Points:

- SRTC, Avista and other partners successfully received a COM grant award of \$2.5 million to install electric vehicle charging equipment (EVSE) throughout Spokane County.
- In June 2021, the Board approved the Interim Director to execute the COM grant contract and subrecipient contracts. Since then, SRTC staff, SRTC legal counsel, Avista staff, Avista legal counsel, and COM staff have been negotiating the terms of the COM contract agreement, subrecipient agreements and site agreements to all parties satisfaction.
- The purpose of the requested action is to reaffirm the SRTC Board commitment to the electrification grant project contract and delegate authority the new executive director to carry out all necessary actions to implement the electrification grant contract terms.
- SRTC is designated the grantee and is responsible for ensuring the federal compliance and that the terms of the COM contract are met. The subrecipient agreements extend the contract terms with project partners. The subrecipient agreements will be executed with SRTC and Avista, SRTC and Spokane Transit Authority, and SRTC and non-Avista served sites.

Board/Committee Discussions:

- February 2020: The Department of Commerce released the Notice of Funding Opportunity for Electric Vehicle Supply Equipment (EVSE). Avista presented draft regional *Transportation Electrification (TE) Plan*, to SRTC Board, based on a four-year pilot study that evaluated the region's needs, program methodology, costs, and benefits. In the TE plan, Avista outlines their plan to commit significant funds to build-out regional electrification needs.
- March of 2020: SRTC staff held a Board "Lunch and Learn" workshop to discuss SRTC's role, the grant solicitation, and benefits of planning for EVSE as a region. In attendance there were staff from multiple jurisdictions both public and private, several SRTC board members, and others interested in participating. Discussion about grant and regional planning followed the presentations.

- April 2020: The SRTC Board unanimously approved a motion for “SRTC to lead and submit regional grant application for EVSE, while allowing flexibility for final list of projects to be adjusted as additional due diligence is required for grant.”
- June 2020: The Transportation Technical Committee received an update about the grant application and proposed regional electrification plan.
- December 2020: The SRTC Board and partners were notified about becoming an “apparent successful grantee” for the \$2.5 million of EVSE funding through the Department of Commerce.
- January 2021: The SRTC Board was given a project and status update.
- May 2021: The SRTC Board was briefed on the Electrification Contract requirement by SRTC legal Counsel.
- June 2021: The Board approved the action item “Approval for the Interim Director to negotiate and execute the Electrification of Transportation Systems (ETS) Contract with the Department of Commerce and sub recipient contracts, pending legal counsel review.”
- November 2021: The Board received an Electrification Grant Project update.

Public Involvement:

Staff from SRTC, Avista and other partners hold meetings twice a month to plan equitable education and outreach strategies for partners, stakeholders, and the public. The Spokane Regional Electrification Grant process has included stakeholder and member agency collaboration and includes many educational and outreach opportunities for the general public.

The education and outreach component of the grant relies on strategic partnerships and will be funded primarily by Avista.

SRTC, Avista and other partners have enlisted the support of the EWU Design Program. There was an open competition among students to design, brand, and develop a logo for the EV Experience Center materials. A winning design was selected. The EV Experience Centers will be held in the Central Library and Shadle Park libraries starting in spring 2022.

All SRTC Board meetings, TAC and TTC meetings at which the ETS grant was discussed were open to the public.

Supporting Information/Implications:

In early 2020 SRTC facilitated several meetings/workshops to receive input from stakeholders about EV charging infrastructure and level of interest. The ETS Core team (comprised of SRTC, Avista, City of Spokane, and Urbanova) wrote the grant and gathered support letters from various elected officials. The grant was submitted on 06/01/2020. SRTC was notified on 12/14/2020 about becoming the “apparent successful grantee” for the \$2.5 million in EVSE from the Department of Commerce.

The project application outlined 51 site locations for EVSE, including bus charging, DC (Direct Current) fast charging, AC (Alternating Current) level 2 charging, micro-mobility opportunities, experience center, community education, and public outreach.

The project will have a positive economic and environmental impact and will benefit member agencies such as: Spokane Transit Authority, Spokane County, City of Spokane, Liberty Lake, Cheney, Airway Heights, the Tribes, Spokane International Airport, and Avista.

With SRTC's regional leadership, this project will provide an essential catalyst for EV adoption and access in the region, creating positive economic and environmental impacts. The project prioritizes public access particularly paying special attention to historically underserved populations throughout the region by connecting community centers, libraries, commercial districts, and public transportation.

More Information:

- Link to: [Electrification Grant Contract \(SRTC & COM\)](#)
- For more information contact Kylee Jones at kjones@srtc.org or 509.343.6370

To: Board of Directors
From: David Fletcher, Principal Transportation Planner
Topic: **Critical Urban and Rural Freight Corridors Update**

03/03/2022

Requested Action:

Approval of Resolution 22-04, authorizing SRTC's submittal of identified regional priority freight projects to WSDOT for potential NHFP funding, as shown in **Attachment 1**.

Key Points:

- WSDOT's Rail, Freight, and Ports Division is updating the state's Critical Urban Freight Corridors (CUFC) and Critical Rural Freight Corridors (CRFC). They were last updated in 2016.
- CUFC/CRFC routes are part of the National Highway Freight Network, which was established to strategically direct Federal resources—including National Highway Freight Program (NHFP) and Infrastructure for Rebuilding America (INFRA) grant program funds—toward improved freight performance.
- WSDOT is taking a "project-first" approach for the 2022 CUFC/CRFC update, to target limited miles towards regional priority routes, and has requested that all MPOs submit a list of regional priority freight projects for potential FFY 2022–2025 NHFP funding. The deadline for SRTC to submit this list to WSDOT is 03/16/2022. Additional information on the FFY 2022–2025 NHFP Call for Projects can be found [here](#).
- In developing the proposed list of regional priority freight projects, SRTC coordinated with local agencies to compile a list of candidate freight projects from Horizon 2045 and the Unified List of Regional Transportation Priorities.
- Staff has evaluated the competitiveness of candidate projects, based on the criteria that will be applied by WSDOT to award NHFP funds (see **Attachment 2**). More information on WSDOT's project scoring criteria is available [here](#).
- Local agencies with projects on the regional priority freight projects list must submit their completed NHFP project submission form(s) to SRTC by 3/11/2022. NHFP project submission forms can be found [here](#). SRTC must submit its regional priority freight projects list, along with all local agency project submission forms, by March 16. The complete CUFC/CRFC schedule is provided in the Supporting Information/Implications section of this memo.

Board/Committee Discussions:

The 2022 CUFC/CRFC update was discussed at the November, December, and January Transportation Technical Committee (TTC) and Transportation Advisory Committee (TAC) meetings. Staff sought TTC and TAC input throughout this process, to ensure the development of a competitive and accurate list of regional priority freight projects for potential CUFC/CRFC designation and NHFP funding.

Both the TTC and TAC recommended the SRTC Board approve the proposed list of regional priority freight project for potential NHFP funding, as shown in **Attachment 1**.

This topic was presented to the Board for information and discussion at their December 2021 and February 2022 meetings.

Public Involvement:

All Board and committee meetings are open to the public. SRTC staff presented the 2022 CUFC/CRFC update to the Regional Transportation Coalition at their 02/03/22 meeting and solicited their input on the candidate regional priority freight projects list.

Supporting Information/Implications

Proposed list of regional priority freight projects for potential FFY 2022–2025 NHFP funding:

Project Name	Sponsor Agency	Unfunded Amount	Freight Priority Network	NHFP Competitiveness Criteria							
				Preservation	Safety	Stewardship	Mobility	Freight Cluster Proximity	FGTS Class	Intermodal Connectivity	In Vulnerable Community
Bigelow Gulch/Forker Rd Connector - Project 2 Reconstruct, realign, and widen roadway w/ITS improvements	Spokane County	\$6,290,939	✓	●	●	●	●	●	●	●	✓
Pines Rd/BNSF Grade Separation Grade separation and multi-lane roundabout	Spokane Valley	\$24,300,000	✓	●	●	●	●	●	●	●	✓
Wellesley Ave: Freya St to Havana St Improvements Reconstruct roadway	Spokane	\$3,460,000	✓	●	●	●	●	●	●	●	✓
Bigelow-Sullivan: Trent Ave/Sullivan Rd Interchange Reconstruct roadway with ITS improvements (<i>PE only</i>)	Spokane Valley	\$2,950,000	✓	●	●	●	●	●	●	●	✓
Argonne Rd/I-90 Interchange Bridge Widening Widen roadway w/10' breakdown lane and 6' wide sidewalk (<i>PE only</i>)	Spokane Valley	\$1,500,000	✓	●	●	●	●	●	●	●	✓
Argonne Rd & Upriver Dr Intersection Improvements Intersection improvements (<i>alternatives analysis</i>)	Spokane County	\$300,000	✓	●	●	●	●	●	●	●	✓

CUFC/CRFC update schedule:

	2021		2022							
	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG
1) WSDOT Coordinates with MPOs/RTPOs to Update Freight Project Prioritization Approach										
2) WSDOT Solicits Regional Priority Freight Projects from MPOs/RTPOs for the FFY 2022–2025 NHFP Program										
3) WSDOT Coordinates with MPOs/RTPOs to Prioritize and Select Regional Freight Projects and Develop Freight Investment Plan										
4) CUFC/CRFC Designation of Selected Regional Freight Projects (required FHWA review and approval)										
5) Selected Regional Freight Projects Awarded NHFP Funds										

More Information:

- Attachment 1: Resolution 22-04
- Attachment 2: Candidate Freight Project Evaluation
- For additional information contact: David Fletcher at dfletcher@srtc.org or 208.579.5440

RESOLUTION
of the BOARD OF DIRECTORS
of the
SPOKANE REGIONAL TRANSPORTATION COUNCIL
R-22-04 SRTC
**APPROVING THE REGIONAL PRIORITY
FREIGHT PROJECTS LIST FOR POTENTIAL
NATIONAL HIGHWAY FREIGHT PROGRAM (NHFP) FUNDING**

WHEREAS, the Spokane Regional Transportation Council Board (SRTC Board) of Directors serves as the Metropolitan Planning Organization (MPO) for the Spokane Metropolitan Planning Area (SMPA) and as the Regional Transportation Planning Organization (RTPO) for Spokane County; and

WHEREAS, the Washington State Department of Transportation (WSDOT) is requesting a list of regional priority freight projects from all MPOs and RTPOs in Washington state for potential funding under the Federal Fiscal Years 2022-2025 National Highway Freight Program (NHFP); and

WHEREAS, the NHFP was established by Congress in the 2015 FAST Act as a federal-aid highway formula program to improve the efficient movement of freight on the National Highway Freight Network; and

WHEREAS, the SRTC Board of Directors is the governing body of SRTC and responsible for agency policy decisions establishing regional funding priorities.

NOW, THEREFORE BE IT RESOLVED, that SRTC Board approves the following list of regional freight priority projects, to be submitted to WSDOT for potential Federal Fiscal Years 2022-2025 NHFP funding:

Bigelow Gulch/Forker Road Connector – Project 2

Pines Road/BNSF Grade Separation

Wellesley Avenue: Freya Street to Havana Street Improvements

Bigelow-Sullivan: Trent Avenue/Sullivan Road Interchange

Argonne Road/I-90 Interchange Bridge Widening

Argonne Road/Upriver Drive Intersection Improvements

PASSED and APPROVED on this 10th day of March 2022 by the Spokane Regional Transportation Council Board of Directors.

Paul Schmidt, Council Member, City of Cheney
Chair, SRTC Board of Directors

ATTEST

Julie Meyers-Lehman
Clerk of the Board

DRAFT

Candidate Freight Projects Evaluation

For National Highway Freight Program (NHFP) Funding Consideration

Projects sorted by likely NHFP competitiveness				NHFP Competitiveness Criteria ¹							
Project Name	Sponsor Agency	Unfunded Amount	Freight Priority Network	Preservation	Safety	Stewardship	Mobility	Freight Cluster Proximity	FGTS Class	Intermodal Connectivity	In Vulnerable Community
Bigelow Gulch/Forker Rd Connector - Project 2 Reconstruct, realign, and widen roadway w/ITS improvements	Spokane County	\$6,290,939	✓	●	●	●	●	●	●	●	✓
Pines Rd/BNSF Grade Separation Grade separation and multi-lane roundabout	Spokane Valley	\$24,300,000	✓	●	●	●	●	●	●	●	✓
Wellesley Ave: Freya St to Havana St Improvements Reconstruct roadway	Spokane	\$3,460,000	✓	●	●	●	●	●	●	●	✓
Bigelow-Sullivan: Trent Ave/Sullivan Rd Interchange Reconstruct roadway with ITS improvements (PE only)	Spokane Valley	\$2,950,000	✓	●	●	●	●	●	●	●	✓
Argonne Rd/I-90 Interchange Bridge Widening Widen roadway w/10' breakdown lane and 6' wide sidewalk (PE only)	Spokane Valley	\$1,500,000	✓	●	●	●	●	●	●	●	✓
Argonne Rd & Upriver Dr Intersection Improvements Intersection improvements (alternatives analysis)	Spokane County	\$300,000	✓	●	●	●	●	●	●	●	✓
Freya St: Garland to Francis Reconstruct roadway	Spokane	\$18,800,000	✓	●	●	●	●	●	●	●	✓
Inland Empire Way Connection Build new northbound only connection	Spokane	\$6,700,000		●	●	●	●	●	●	●	
Airport Dr & Spotted Rd Realignment & Interchange Realign roadway and construct grade-separated interchange	Spokane Int'l Airport	\$19,300,000	✓	●	●	●	●	●	●	●	
18st/21st Ave Improvements - US 2 Congestion Relief Improve and extend roadway from US 2 to Flint Rd	Airway Heights	\$4,500,000		●	●	●	●	●	●	●	✓

¹NHFP competitiveness criteria, detailed in the table below, is based on WSDOT's NHFP project scoring criteria. The yellow circles show a project's relative competitiveness, with a darker shade indicating a stronger probability that the project will be competitive in the statewide in the NHFP selection process. More information on this criteria and process can be found [HERE](#).

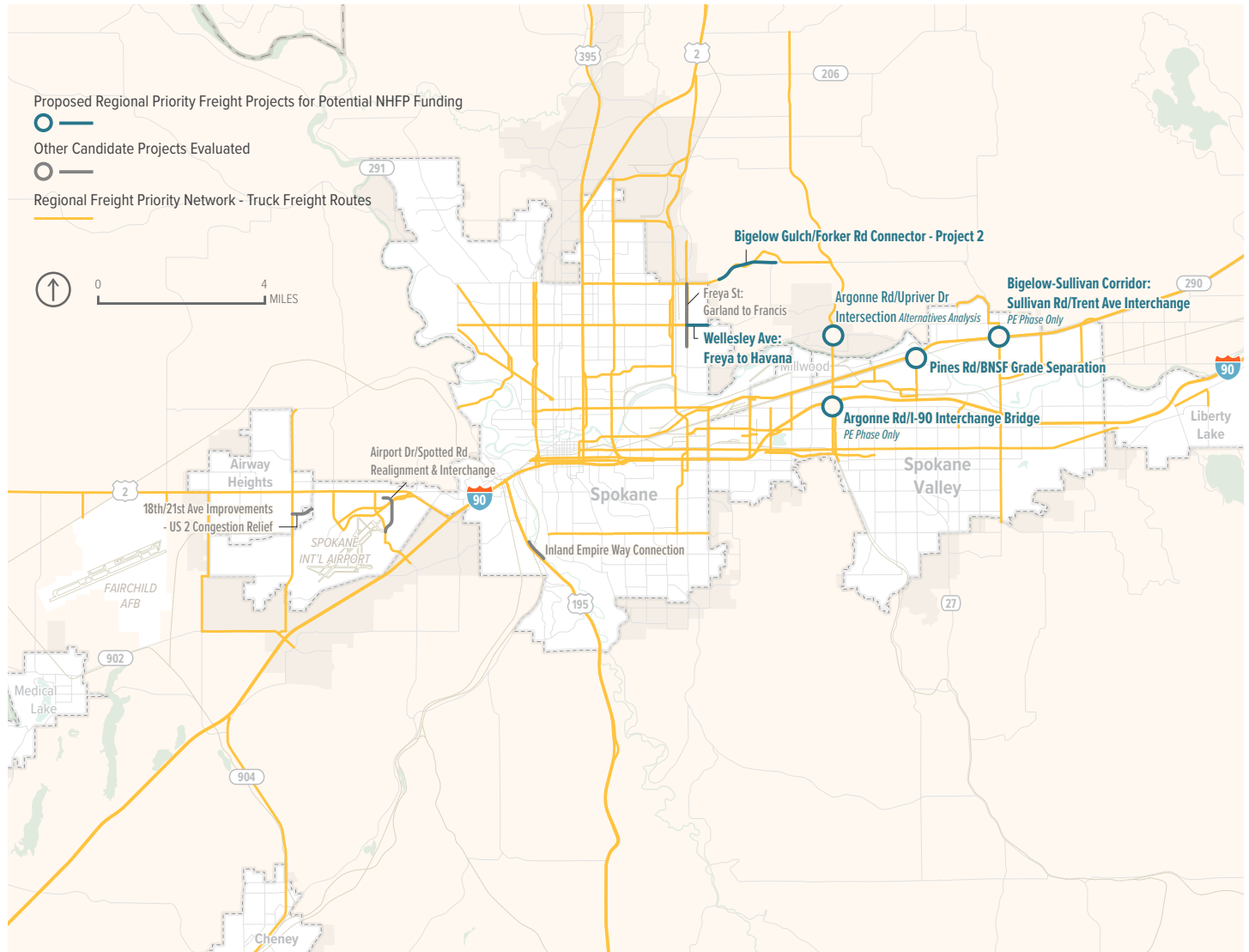
NHFP Competitiveness Scoring Criteria

Goal	Evaluation Criterion	Scoring Measures	Points Possible
Preservation	Improve the State of good repair of freight infrastructure	Worst observed pavement or bridge condition in project area. <i>Good = 1 point, Fair = 2 points, Poor = 1 point</i>	3
Safety	Prevent or reduce injuries or fatalities	Count of serious injury and fatality collisions within project boundary (2016 - 2020). <i>1 point per serious injury or fatality collision</i>	3
Stewardship	Matching funds	Percent match of non-federal funds. <i>Non-federal match percentage x 1</i>	1
	Implements lowest-cost solutions	Qualitative assessment of low-cost solutions.	1
Mobility	Reduces congestions and improves reliability	Level of Travel Time Reliability or Peak Hr to Free Flow Speed Ratio of corridor the project is aims to address. <i>High = 1 point, Medium = 2 points, Low = 3 points</i>	3
Economic Vitality	Supports economic activity and employment	Distance from nearest freight cluster. <i><1 mile = 2 points, 1 - 2 miles = 1 point</i>	2
	Location on Freight and Goods Transportation System (FGTS)	Highest FGTS designation within project area. <i>T-1 = 3 points, T-2 = 2 points, T-3 = 1 point</i>	3
	Intermodal Connectivity	Degree of connection to an intermodal facility. <i>Direct = 3 points, Secondary = 2 points, Tertiary = 1 point²</i>	3
Environment & Communities	Reduces Freight's Negative Impacts and/or Provides Positive Benefits to Vulnerable Communities	Project located in a vulnerable community. <i>Based on WA Dept of Health's Environmental Health Disparities Map (Tracts with a rank of 8 or higher)</i>	0.5

²Direct, Secondary, and Tertiary Intermodal Connections defined in WSDOT's [Project Submission Instruction Sheet for NHFP Program](#).

Candidate Regional Priority Freight Projects

For NHFP Funding Consideration



To: Board of Directors 03/03/2022
From: Mike Ulrich, AICP, Principal Transportation Planner
Topic: **Transportation Performance Management: Safety Targets**

Requested Action:

Approve Resolution R-22-05 (**Attachment**) Establishing Annual Performance Targets for Safety.

Key Points:

- The Federal Highway Administration (FHWA) defines Transportation Performance Management as a strategic approach that uses system information to make investment and policy decisions to achieve national performance goals.
- Pursuant to 23 CFR 924, State Departments of Transportation (DOTs) are required by the federal Highway Safety Improvement Program (HSIP) to annually set five safety performance targets.
- MPOs must either agree to support the State DOT target or establish a numerical target specific to the MPO planning area.
- The five statewide safety performance targets use five year rolling averages for (1) number of fatalities, (2) rate of fatalities per 100 million VMT, (3) number of serious injuries, (4) rate of serious injuries per 100 million VMT, and (5) number of non-motorized fatalities and non-motorized serious injuries.
- On May 9, 2019, the SRTC Board approved a resolution agreeing to plan and program projects so that they contribute to the accomplishment of WSDOT statewide performance targets for safety.
- Target Zero is WSDOT's plan to reduce the number of traffic deaths and serious injuries on Washington's roadways to zero by the year 2030.
- In 2020 and 2021 the Executive Director wrote a letter to WSDOT citing the resolution and agreeing to continue to support the State established targets for safety.
- A decision is due to WSDOT no later than March 11, 2022.
- SRTC staff presented the data that informs the five targets to the Board in February. The data was presented to the TAC and TTC at their February meetings.

Board/Committee Discussions

In 2019 the Transportation Technical Committee (TTC) made a recommendation to support the statewide targets for safety.

The Board received an informational presentation at their February 2022 meeting. The Transportation Advisory Committee (TAC) has historically not been involved in performance target setting, although

they have received informational updates on the process in the past.

On 02/23/22 the TTC unanimously approved a motion recommending that the Board agree to plan and program projects to support the state target.

Also, on 02/23/22, the TAC unanimously approved a motion recommending that the Board agree to plan and program projects that contribute to the accomplishment of the Highway Safety Improvement Program targets and engage in a productive discussion on local initiatives to accomplish meaningful progress towards Target Zero.

Public Involvement

Data reporting across all the federally mandated performance management categories is included in a [System Performance Report](#) as an appendix to the Metropolitan Transportation Plan (MTP). A formal public comment period for the MTP was open from October 12 – November 13.

Supporting Information/Implications

- These safety performance measures are applicable to all public roads regardless of ownership or functional classification.
- MPO targets are not included in the assessment of whether a State met or made significant progress toward meeting its targets and there is no penalty to an MPO if the State does not achieve significant progress toward meeting its target.
- SRTC currently has \$5.5M in Highway Safety Improvement Program funded projects in the Transportation Improvement Program.

More Information:

- For more information contact Mike Ulrich at mulrich@srtc.org or 509.343.6370

RESOLUTION
of the BOARD OF DIRECTORS
of the
SPOKANE REGIONAL TRANSPORTATION COUNCIL
R-22-05 SRTC

**ESTABLISHING PERFORMANCE TARGETS FOR SAFETY
FOR THE
SPOKANE METROPOLITAN PLANNING AREA**

WHEREAS, the Spokane Regional Transportation Council Board (SRTC Board) of Directors serves as the Metropolitan Planning Organization (MPO) for the Spokane Metropolitan Planning Area (SMPA) and as the Regional Transportation Planning Organization (RTPO) for Spokane County; and

WHEREAS, the SRTC Board of Directors is the governing body of SRTC and responsible for agency policy decisions; and

WHEREAS, the 2012 federal transportation law, Moving Ahead for Progress in the 21st Century Act (MAP-21, P.L. 112-141) establishes performance management requirements for State Departments of Transportation, such as Washington State Department of Transportation (WSDOT); and metropolitan planning organizations, such as Spokane Regional Transportation Council (SRTC); and

WHEREAS, per 23 CFR 450.206(c)(2), State Departments of Transportation are required by the federal Highway Safety Improvement Program (HSIP) to report targets and safety performance; and

WHEREAS, per 23 CFR 490.209(c)(4), SRTC must establish performance targets for each of the measures identified in 23 CFR 490.207(a); and

WHEREAS, in establishing regional safety targets, SRTC has the option of either (1) agreeing to plan and program projects so that they contribute toward the accomplishment of the State DOT safety target for that performance measure, or (2) committing to a quantifiable target for that performance measure for their metropolitan planning area.

NOW, THEREFORE BE IT RESOLVED, that the SRTC Board:
agrees to plan and program projects so that they contribute toward the accomplishment of the WSDOT safety target for each of the required performance measures.

PASSED and APPROVED this 10th day of March 2022 by the Spokane Regional Transportation Council Board of Directors.

Paul Schmidt, Council Member, City of Cheney
Chair, SRTC Board

ATTEST

Julie Meyers-Lehman
Clerk of the Board

DRAFT

To: Board of Directors
From: Mike Ulrich, Principal Transportation Planner
Topic: **Transportation Discussion Series: Safety**

03/03/2022

Requested Action:

None. For information and discussion.

Key Points:

- SRTC is interested in developing a more robust process for identifying transportation system needs along with a quantitative evaluation strategy for determining the highest value projects.
- During the first half of 2022, staff will conduct a series of discussions with the SRTC Board and Committees to develop a deeper understanding of transportation topics, seek input and direction from members on key issues, and revisit screening criteria to develop a more data driven evaluation strategy for transportation project prioritization.
- This month's topic is Safety, one of the six Guiding Principles in Horizon 2045.

Board/Committee Discussions:

This is the third in a series of discussions for the SRTC Board and Committees. The role of a Metropolitan Planning Organization (MPO) was presented at January meetings and Quality of Life was discussed at February meetings.

Public Involvement:

All meetings of the SRTC Board and Committees are noticed and open to the public.

Supporting Information/Implications:

Safety is central to one of the Guiding Principles (Safety and Security) in the Metropolitan Transportation Plan, Horizon 2045. How this is defined in the MTP and how it's applied to transportation in the region will be presented at the March Board meeting. The intent is to discuss ways this Guiding Principle can be measured and build understanding on what success look like in the region's projects and programs.

More Information:

For more information contact Mike Ulrich at mulrich@src.org or 509.343.6370

To: Board of Directors 03/03/2022
From: Jason Lien, Principal Transportation Planner
Topic: **Coordinated Public Transit – Human Services Transportation Plan Update**

Requested Action:

None. For information and discussion.

Key Points:

- The Coordinated Public Transit-Human Services Transportation Plan (CPT-HSTP) is in an update year. The Plan was last updated in 2018.
- The Plan addresses human services transportation within the planning area of Spokane County, with emphasis on programs that serve persons with disabilities, older adults, and individuals with lower incomes.
- The plan's goal is to enhance public transportation access, identify unmet needs, minimize duplication of services, and facilitate the most appropriate cost-effective transportation services with available resources.

Board/Committee Discussions:

The TTC and TAC were briefed on this item at their respective February meetings.

Public Involvement:

A [project website](#) is available to learn more and provide input through a survey. Public input will be actively sought from now through July.

Supporting Information/Implications:

The current CPT-HSTP was approved by the SRTC Board in November 2018. The Plan will be refreshed in 2022 as part of a 4-year update cycle. The CPT-HSTP is the guiding document for human services transportation project programming. Organizations participating in WSDOT's Consolidated Grant Program must cite the need they are addressing as identified in local CPT-HSTPs. Human services transportation planning is also a required component of FTA's Section 5310 grant program – Enhanced Mobility for Seniors and Individuals with Disabilities. SRTC, in partnership with STA, will lead the plan update process. The next several months will focus on a needs assessment of public transportation in the planning area of Spokane County, with emphasis on engagement with user groups and service providers. A draft of the CPT-HSTP update will be complete by September 1, 2022.

More Information:

For additional information contact: Jason Lien at jlien@srtc.org or 509.343.6370

2022 Draft Board Agenda Items

For Action

For Information

APRIL

	DivisionConnects Update
	Transportation Discussion Series: Stewardship
	ILA Subcommittee Draft TTC Resolution & Bylaws
	Transportation Improvement Program Annual Obligation Report
	Toll Credits
	2022 Q1 Budget Update

MAY

Toll Credits	Transportation Discussion Series: Equity

JUNE

DivisionConnects Final Report	2024-2026 Call for Projects
	Transportation Discussion Series: Economic Vitality

JULY

2024-2026 Call for Projects	Coordinated Public Transit - Human Services Transportation Plan Update
	Transportation Discussion Series: Land Use and Transportation
	2022 Q2 Budget Update

ACTION ITEMS

- **2022-2025 Transportation Improvement Program (TIP) March Amendment**

A motion to recommend Board approval of the March amendment passed unanimously.

- **Critical Urban & Rural Freight Corridors**

It was noted that the amount for the Pines Rd/BNSF Grade Separation and the Wellesley Ave: Freya to Havana projects will be higher than the list reflects due to rising construction costs. After discussion, members agreed that the Argonne Rd & Upriver Dr Intersection project should be included in the list because it has a much lower dollar amount unfunded in comparison to the other five proposed projects. It was acknowledged the addition this dilutes the list, but the lower price point could potentially make it easier to fund for this funding.

A motion to recommend Board approval of the top 6 projects on proposed list of regional priority freight projects for National Highway Freight Program funding consideration passed unanimously.

- **Transportation Performance Measures: Safety Targets**

A motion to recommend that the SRTC Board agree to plan and program projects that contribute to the accomplishment of WSDOT Highway safety Improvement Program targets passed unanimously.

INFORMATION & DISCUSSION ITEMS

- **WSDOT Ramp Meter Presentation**

WSDOT staff shared about the performance of the I-90 corridor both pre- and post- ramp meter installation in 2020 and 2021.

- **Coordinated Public Transit-Human Services Transportation Plan Update**

Mr. Lien provided an overview of the plan, which is designed to serve people with special transportation needs, identifying available transportation services and service gaps. He described the federal requirements and the plan update process.

- **Transportation Discussion Series: Quality of Life**

Mr. Lien explained the purpose of the discussion series, addressed the definition of Quality of Life (QoL) in terms of transportation, shared use data for regional trail network and STA ridership. He spoke about trackable QoL indicators, such as miles of facility type, network density, level of traffic stress, proximity to a bus stop, etc. Members provided suggestions about how to measure success in planning for QoL and what other metrics should SRTC be evaluating.

ACTION ITEMS

- **2022-2025 Transportation Improvement Program (TIP) March Amendment**

A motion to recommend Board approval of the March amendment passed unanimously.

- **Critical Urban & Rural Freight Corridors**

Staff shared that the Transportation Technical Committee approved the inclusion of the Argonne Rd projects, adjusting the list to 6 projects; members were informed about the increased cost for the Pines Rd/BNSF Crossing and the Wellesley Ave projects. Members discussed project scoring, how WSDOT's project first approach differed from the previous process, community engagement on the projects and how the list of proposed projects was developed.

A motion to recommend Board approval of the top 6 projects on the proposed list of regional priority freight projects for National Highway Freight Program funding consideration passed unanimously.

- **Transportation Performance Measures: Safety Targets**

Mr. Ulrich provided a summary of transportation performance management and federal requirements. He described the two options for selecting safety targets that the Board must choose between.

The group held an extensive discussion about tracking pedestrian safety problem areas, WSDOT Target Zero program, the need to set realistic and attainable safety goals, excessive roundabouts on US 2, need for more funding for safety projects, the need for serious community conversations about safety in order to make a real difference, and more.

A motion to recommend the SRTC Board agree to plan and program projects that contribute to the accomplishment of WSDOT Highway Safety Improvement Program targets and engage in a productive discussion on local initiatives to accomplish meaningful progress toward Target Zero passed unanimously.

INFORMATION & DISCUSSION ITEMS

- **DATA Project Update**

Mr. Ulrich gave a background and history of the project, reviewed upcoming steps and key milestones, and outlined expected project outcomes.

- **WSDOT Ramp Meter Presentation**

WSDOT staff shared about the performance of the I-90 corridor both pre- and post- ramp meter installation in 2020 and 2021.

- **Coordinated Public Transit-Human Services Transportation Plan Update**

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- **Transportation Discussion Series: Quality of Life**

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