



# Board of Directors Meeting

Thursday, June 9, 2022 1:00 PM

**Hybrid Meeting**

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SRTC Conference Room, 421 W Riverside Ave Suite 504, Spokane WA 99201

On Zoom at <https://us02web.zoom.us/j/9394879626?pwd=ZFRmL2RJTkx4SGowV2YwOUdxMGVTZz09>  
Meeting ID: 939 487 9626 | Passcode: 234239

By Phone 1-253-215-8782 | Meeting ID: 939 487 9626 | Passcode: 234239  
Or find your local number: <https://us02web.zoom.us/j/kdCUYQCnMv>

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Public comments are welcome and can be submitted via email to [contact.srtc@srtc.org](mailto:contact.srtc@srtc.org) or by mail to:  
421 W Riverside Ave Suite 500, Spokane WA 99201 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, Civil Rights  
Restoration Act of 1987 (P.O. 100.259) and the Americans with Disabilities Act. Reasonable accommodations  
can be requested by contacting the SRTC office by telephone at 509-343-6370 or by email at  
[contact.srtc@srtc.org](mailto:contact.srtc@srtc.org) at least 48 hours in advance.

# Board of Directors Meeting Agenda

Thursday, June 9, 2022 - 1:00 pm

Time	Item	Page #
1:00	1. <b>Call to Order / Record of Attendance / Excused Absences</b>	
1:02	2. <b>Public Comments</b>	
1:07	3. <b>Executive Director's Report</b> ( <i>Lois Bollenback</i> )	n/a
	a) Interlocal Agreement Implementation Subcommittee Update	
	b) Joint Transportation Committee (JTC) Working Group Appointments	
	<b><u>FOR ACTION</u></b>	
1:15	4. <b>Consent Agenda</b>	
	a) May 2022 Meeting Minutes	3
	b) May 2022 Vouchers	7
	c) 2022-2026 Transportation Improvement Program (TIP) June Amendment	8
1:20	5. <b>Resolution 22-06 SRTC Executive Director Review</b> ( <i>Chair Schmidt</i> )	11
1:30	6. <b>Alternate Meeting Location for Land Use Workshop</b> ( <i>Lois Bollenback</i> )	n/a
1:35	7. <b>Transportation Technical Committee Resolution and Bylaws</b> ( <i>Ryan Stewart</i> )	15
1:40	8. <b>Transportation Advisory Committee Appointments</b> ( <i>Kylee Jones</i> )	23
	<b><u>FOR INFORMATION AND DISCUSSION</u></b>	
1:45	9. <b>2022 Transportation Planning Presentation Series: Funding</b> ( <i>Lois Bollenback</i> )	24
2:05	10. <b>2024-2026 TIP Call for Projects</b> ( <i>Kylee Jones</i> )	25
2:20	11. <b>Freight Mobility Strategic Investment Board Priorities</b> ( <i>David Fletcher</i> )	29
2:35	12. <b>Board Member Comments</b>	
2:45	13. <b>Adjournment</b>	
Attachments	2022 Draft Board Agendas	30
	May Transportation Technical Committee & Transportation Advisory Committee Meeting Summaries	31

**MEETING MINUTES**

Spokane Regional Transportation Council  
Board of Directors Meeting – Thursday May 12, 2022  
Zoom Video Conference Meeting

**# 1 Call to Order/Record of Attendance/Excused Absences**

Chair Paul Schmidt brought the meeting to order at 1:00 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*  
Mayor Cris Kaminskas, *City of Liberty Lake*  
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*  
Matt Ewers, *Rail/Freight Representative*  
Council Member Micki Harnois, *Small Towns Representative*  
Commissioner Mary Kuney, *Spokane County*  
Susan Meyer, *Spokane Transit Authority*  
Glenn Ford, *Spokane Tribe of Indians*  
Inga Note, *Transp. Technical Committee Chair*  
Kelly Fukai, *WA State Transportation Commission*

**Board Alternates:**

Char Kay, *WSDOT-Eastern Region*  
Kim Zentz, *TAC Vice-Chair*

**Guests:**

Paul Kropp  
Chad Coles, *Spokane County*  
Kevin Picanco, *City of Spokane*  
Sean Messner, *CivTech*  
LeAnn Yamamoto, *CommuteSmartNW*  
Kay Allen  
Barry Greene, *Spokane County*  
Shauna Harshman, *City of Spokane*  
Francis SiJohn, *Spokane Tribe of Indians*  
Adam Jackson, *City of Spokane Valley*

**Staff:**

Lois Bollenback, *Executive Director*  
Eve McMenemy, *Deputy Executive Director*  
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*  
Ryan Stewart, *Principal Transportation Planner*

**# 2 Public Comments** - There were no comments.

**# 3 Executive Director's Report**

Ms. Bollenback reported on:

- The SRTC Interlocal Agreement (ILA) Implementation Subcommittee, established to implement portions of the ILA, has met twice. The first time was to establish a draft resolution and updated bylaws for the Transportation Technical Committee (TTC). The second meeting reviewed updates to the Board Rules of

Procedure and she is hopeful a draft will be ready for review by the Board next month. The group will also be discussing the roles and responsibilities of the Administrative Committee.

- In order to fill the vacancies on the Transportation Advisory Committee (TAC), staff has been in contact with four applicants from last year's recruitment process to see if they were still interested in serving on this committee. There has been a favorable response from two individuals so far. It is hoped to that there will be three new TAC appointees for consideration by the Board in the next few months.
- Bill ESSB-5689, a supplemental to the State budget, was passed in the last legislative session. Part of that document discusses evaluating the split of federal highway funding between the state and local governments. The bill specifies which entities should take part in a working group convened by the Joint Transportation Commission (JTC) to discuss the funding formula and the list includes Metropolitan Planning Organizations (MPOs) and Regional Transportation Planning Organizations (RTPOs). MPO staff around the state has been discussing who would take part in the discussions, and the consensus was that SRTC would represent the RTPO's. The Joint Transportation Commission announced earlier this week that the representatives participating in the working group must be elected officials. The deadline for informing the JTC of the representatives is May 25.

Chair Schmidt stated he is looking for consensus for him to reach out to elected officials on the SRTC Board to determine who would be willing to take on this assignment; one will serve as the representative and the other as an alternate. There was discussion about the details of the work group's meeting schedule, the timeline to provide a recommendation by September, and the feedback loop with the Board. There was no opposition to the approach proposed by Chair Schmidt.

## **ACTION ITEMS**

### **# 4 Consent Agenda**

- a) April 2022 Meeting Minutes
- b) April 2022 Vouchers

***Council Member Higgins made a motion to approve the Consent Agenda as presented; Mayor Haley seconded. Motion passed unanimously.***

### **# 5 Toll Credits Policy**

Ms. Jones shared background information about the toll credit program recently made available to MPOs and how toll credits may be applied towards a project's local match requirement. She recapped TTC and TAC recommendations that toll credits be used sparingly to meet the yearly federal obligation target and to support projects from small towns/cities. Ms. Jones read the two proposed policies and explained the major differences. Board members discussed and comments included:

- Importance of reaching out to small towns/cities to make them aware of this opportunity
- There is no obligation to use 100% of toll credits in a given year or to use any toll credits at all; the policies will simply provide extra flexibility for funding considerations.

***Ms. Meyer made a motion to adopt the following Toll Credit Policies into the Transportation Improvement Program (TIP) Guidebook:***

- **SRTC may use Toll Credits to increase the federal share of a project to meet TIP obligation delivery targets. If utilized, available funds will be distributed across eligible projects or agencies.**
- **SRTC may use Toll Credits for small towns under 5,000 population to replace local match for projects funded by Surface Transportation Block Grant (STBG) and STBG-Set Aside (Transportation Alternative) funding.**

***Mayor Haley seconded. Motion passed unanimously.***

#### **# 6 Alternate Meeting Location**

Ms. Bollenback stated that as part of the ongoing discussion series, staff planned on hosting a panel discussion on June 9 on the topic of land use and transportation. However, Senator Liias is going to be in Spokane on that day and in order to better facilitate his visit, the panel discussion will be moved to July. She asked the group to consider deferring this agenda item to next month.

***Council Member Higgins made a motion to defer this item to the June 9 Board meeting. Mayor Cooper seconded. Motion passed unanimously.***

### **INFORMATION & DISCUSSION ITEMS**

#### **# 7 2022 Transportation Planning Presentation Series: Equity**

Mr. Redlinger defined equity as it applies to the transportation planning process and explained MPO responsibilities to abide by Title VI and Environmental Justice regulations. He addressed the reasons it is important for MPOs to include equity as a consideration when evaluating projects, outlined regional demographics, and relayed how equity was incorporated into the Unified List of Regional Transportation Priorities development last year, noting that the equity criteria will be more robust in the future.

He spoke about six indicators of potential disadvantage that were evaluated for the long-range metropolitan transportation plan, Horizon 2045; he also discussed how equity considerations were incorporated into the 2021 update of the Public Participation Plan. Mr. Redlinger asked the group to discuss how else the agency could look at equity and if there are other equity-related criteria to make the regional transportation priorities process stronger.

The group discussed. Board member comments included:

- Request for staff to re-evaluate Areas of Potential Disadvantage data for City of Medical Lake
- Consider legacy effects when evaluating proposed projects
- Consider health disparities and identify communities with health issues related to the built environment
- Equity is a relatively new lens in the transportation field and organizations are learning as they go
- Request for Board members to share any information or agency successes regarding equity in transportation

#### **# 8 Transportation Improvement Program: Obligation Target Update**

Ms. Jones provided an overview of the TIP and what the term obligation means. She shared information about the stateside policies in place with WSDOT and MPOs to ensure delivery of federal highway funds on regional projects. This year's target is \$12.79M and the deadline is June 30. If an MPO meets the target by the deadline, there could be an opportunity to receive additional funding, should it become available. If an MPO does not meet the target for two consecutive years, future funding could be sanctioned. \$1.7M, or about 14% of the target has been delivered to date; the majority of projects in the TIP are expected to obligate in May and June. The group discussed the Argonne Road Congestion Mitigation project.

### **# 9      Transportation Technical Committee (TTC) Draft Resolution and Bylaws**

Mr. Stewart reported that the Interlocal Agreement Subcommittee has developed a draft TTC Resolution and updated bylaws. The Board will be asked to take action on these items next month. He reviewed the primary changes and additions to the bylaws being recommended. There were no questions or discussion.

### **# 10    DivisionConnects Update**

Mr. Lien shared a history of this two-phase study, which began in early 2020. The Phase 2 final report is currently under review by the project team and will also be reviewed by the DivisionConnects Steering Committee at their next meeting in June. He reported on the scope of work for Phase 2, including multiple facets of land use planning and active transportation planning. In July the Board will be presented with the final report and study findings and will be asked to take action in September. There were no questions or discussion.

### **# 11    Board Member Comments**

Ms. Kay thanked those who attended the recent WSDOT Highway System Planning workshop and shared details about the next one on May 17. She reported that an update to RCW 47.24 requires WSDOT projects of \$500K or more to incorporate complete streets principles, beginning 07/01/2022.

### **# 12    Adjournment**

There being no further business, the meeting adjourned at 2:44 pm.

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Julie Meyers-Lehman, Clerk of the Board

**VOUCHERS PAID FOR THE MONTH OF MAY 2022**

<u>Date</u>	<u>Voucher</u>	<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
5/6/22	V121844	Rehn & Associates	Staff Payroll Deduction F.S.A/H.S.A Contributions: Pay Period 2022-09	\$ 310.00
	V121845	Visionary Communications, Inc.	Fiber Services, April 2022	\$ 986.96
	V121846	Rehn & Associates	Admin fee Apr '22	\$ 75.00
	V121847	Intrinium	Managed IT Services - Mnthly May	\$ 2,115.59
	V121848	WA State Dept of Retirement	Employee and Employer Contributions: April 2022	\$ 11,843.06
5/13/22	V121849	American Planning Association	APA/AICP dues renewal RS thru 6/2023	\$ 636.00
	V121850	PTV America Inc	Vissim/Visum software maintenance thru 5/31/22; KMPO, CoSpV, CoSp	\$ 11,335.15
	V121851	Rehn & Associates	Staff Payroll Deduction Health Ins Contributions: Pay Period 2022-10	\$ 310.00
	V121852	American Planning Association	APA/AICP dues renewal DF thru 6/2023	\$ 336.00
	V121853	McAloon Law PLLC	Legal Svcs for ETS Grant discussions (Mar'22)	\$ 795.00
	V121854	Allstream	Telephone: Lines to 6/7/22 and Long Distance for Apr 2022	\$ 990.45
	V121855	West Plains Chamber of Comm	Renewal of annual Membership dues thru 6/30/23	\$ 345.00
	V121856	EMLVO P.C.	Apr'22 legal svcs: Board mtg; TAC/TTC Bylaws; Parliamentary Procedure	\$ 850.00
5/25/22	V121857	WA State Auditor's Office	CY 2021 Accountability & Financial Audit billing #1	\$ 754.65
	V121858	Parametrix	Division St Corridor Study 2/27/22 - 4/02/22	\$ 87,150.06
5/27/22	V121859	Pacific Office Automation	Copier Lease/Usage April 2022	\$ 155.87
	V121860	AWC Employee Benefit Trust	June '22 Benefit Insurance Premiums	\$ 10,331.08

	Reimbursement(s)	
	Salaries/Benefits Pay Periods Ending: 4/30/22 & 5/14/22	\$ 69,383.23
4/30/22	Spokane County Treasury Monthly SCIP fee - April 2022	\$ 21.59

**TOTAL May 2022 \$ 198,724.69**

**Recap for May 2022:**

Vouchers: V121824 - V121843	\$ 129,319.87
Salaries/Benefits Pay Periods Ending: 4/30/22 & 5/14/22	\$ 69,383.23
Spokane County Treasury Monthly SCIP fee - April 2022	\$ 21.59
	<b>\$ 198,724.69</b>

As of 6/9/22, the Spokane Regional Transportation Council Board of Directors approves the payment of the May 2022 vouchers included in the list in the amount of: **\$198,724.69**

To: Board of Directors 06/02/2022  
From: Kylee Jones, Associate Transportation Planner III  
Topic: **2022-2025 Transportation Improvement Program (TIP) June Amendment**

**Requested Action:**

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

**Key Points:**

Two agencies have requested an amendment to the 2022-2025 TIP for the following four projects. See **Attachment** for more details.

- **WSDOT**
  - I-90/Rosamond Bridge Crossing – Bridge Deck Rehab
  - 2024-2026 SRTMC Operations
- **SRTC**
  - 2024 Metropolitan Transportation Planning
  - 2025 Metropolitan Transportation Planning

**Board/Committee Discussions:**

On 5/25/22 both the Transportation Technical Committee and Transportation Advisory Committee unanimously recommended Board approval of the proposed amendment.

**Public Involvement:**

The proposed amendment was published for a public review and comment period from 05/18/2022 through 05/27/2022. On 05/18/22 notice of the amendment was published in the Spokesman Review, posted to the SRTC website ([www.srtc.org](http://www.srtc.org)), and posted to social media platforms. No public comments were received.

**Staff Contact:**

Kylee Jones, SRTC | [kjones@srctc.org](mailto:kjones@srctc.org) | 509.343.6370



**Supporting Information for**  
**2022-2025 Transportation Improvement Program June Amendment**

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- 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.
- 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 September 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 June amendment will be incorporated into the STIP on or around 07/15/2022.

# 2022-2025 Transportation Improvement Program

June Amendment (22-06)

Agency	Project Title Amendment Description	Funding Adjustment		Amendment	
				New Project	Existing Project
WSDOT	<b>I-90/Rosamond Bridge Crossing - Bridge Deck Rehab</b> Bridge deck rehab on Bridge 90/535 with preparation, deck repair, and a new wearing surface.	Federal - STP	\$ 1,089,120	✓	
		Local	\$ 25,582		
		Total	\$ 1,114,702		
WSDOT	<b>2024-2026 SRTMC Operations</b> Operations of the Spokane Regional Traffic Management Center. (SRTMC)	Federal - STP-UL	\$ 2,104,115	✓	
		Total	\$ 2,104,115		
SRTC	<b>2024 Metropolitan Transportation Planning</b> This project will support the tasks outlined in SRTC's Unified Planning Work Program (UPWP), primarily tasks related to the maintenance and implementation of the Metropolitan Transportation Plan and any approved planning and consultation studies.	Federal (STBG-UL)	\$ 500,000	✓	
		Local	\$ 78,035		
		Total	\$ 578,035		
SRTC	<b>2025 Metropolitan Transportation Planning</b> This project will support the tasks outlined in SRTC's Unified Planning Work Program (UPWP), primarily tasks related to the maintenance and implementation of the Metropolitan Transportation Plan and any approved planning and consultation studies.	Federal (STBG-UL)	\$ 500,000	✓	
		Local	\$ 78,035		
		Total	\$ 578,035		

STBG-UL Surface Transportation Block Grant Program - Urban Large

STP(UL) Surface Transportation Program

To: Board of Directors  
From: Paul Schmidt, Chair, SRTC Board of Directors  
Topic: **Resolution #22-06 SRTC Executive Director Review**

06/02/2022

**Requested Action:**

Approval of Resolution #22-06, Executive Director Review Committee Findings.

**Key Points:**

- On 04/14/22 the Board approved the establishment of an Executive Director Review Committee; members of the committee included Council Member Paul Schmidt, Susan Meyer, Mike Gribner and Mayor Terri Cooper.
- The committee met and discussed the performance of the Executive Director since her arrival on 8/16/21.
- The following draft Resolution and draft Executive Director Acknowledgement form were distributed to the committee members for review and input.
- Once the review findings are approved by the full SRTC Board, the committee will meet again to discuss and recommend an adjustment in compensation.

**Board/Committee Discussions:**

The committee met on 5/12/22.

**Public Involvement:**

All Board meetings are open to the public.

**Staff Contact:**

Council Member Paul Schmidt, City of Cheney | [pdschmidt@cityofcheney.org](mailto:pdschmidt@cityofcheney.org)

RESOLUTION  
of the BOARD OF DIRECTORS  
of the  
SPOKANE REGIONAL TRANSPORTATION COUNCIL  
R-22-06 SRTC

**EXECUTIVE DIRECTOR REVIEW COMMITTEE FINDINGS**

WHEREAS, SRTC Executive Director Lois Bollenback began employment with the SPOKANE REGIONAL TRANSPORTATION COUNCIL on August 16, 2021; and

WHEREAS, the SRTC Executive Director Employment Agreement states the SRTC Board will endeavor to evaluate the Director's job performance approximately six (6) months after the start date of the Agreement; and

WHEREAS, on April 14, 2022, the SRTC Board of Directors established an Executive Director Review Committee for the purpose of evaluating the Director's job performance to date; and

WHEREAS, the Executive Director Review Committee did recently meet to evaluate the Executive Director's job performance to date; and

WHEREAS, the findings of the Executive Director Review Committee from the review of the Executive Director's job performance to date are as follows:

1. By and large, Executive Director Bollenback is doing a good job.
2. Executive Director Bollenback demonstrates job proficiency by the initiatives being brought forward that provide context and clarity to transportation policy proposals.
3. Executive Director Bollenback clearly understands the role of the position regarding leadership of the Staff, communications with Board Directors and maintaining relationships with other partner agencies.
4. Executive Director Bollenback has demonstrated early proficient skills in navigating the local nuances of transportation needs, becoming familiar with State Legislative funding policies and understanding local political structures.
5. The Executive Director Review Committee did suggest a correction to limit Staff's role in the Transportation Technical Committee duty to score project proposals.

WHEREAS, the SRTC Executive Director Employment Agreement also requires the Executive Director be provided with findings relating to the evaluation and provide opportunity for the Director to discuss the evaluation (an Acknowledgment and Comment form is hereby attached).

NOW, THEREFORE BE IT RESOLVED, the SRTC Executive Review Committee finds that SRTC Executive Director Lois Bollenback's job performance to date positively meets the expectations of the SRTC Executive Director Job Description and recommends approval by the Spokane Regional Transportation Council Board of Directors.

PASSED and APPROVED on this 9<sup>th</sup> day of June 2022 by the Spokane Regional Transportation Council Board of Directors.

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

ATTEST

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Julie Meyers-Lehman, Clerk of the Board

DRAFT

SPOKANE REGIONAL TRANSPORTATION COUNCIL  
ACKNOWLEDGMENT AND COMMENT OF PERFORMANCE  
EVALUATION RESULTS

Executive Director's signature indicates neither agreement nor disagreement with the evaluation, but it does indicate you have read the evaluation, and it has been discussed with you.

\_\_\_\_\_  
Executive Director Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
SRTC Board Chair Signature

\_\_\_\_\_  
Date

Executive Director Comments: This section may be left blank or it may be used to comment in support of or disagreement with appraisals and observations recorded on this form.

**I want to take this opportunity to thank the members of the Executive Director Review Committee for their time and thoughtful consideration of my contributions to SRTC over the past few months. While I'm aware of the potential disruption that can accompany a change in leadership, I'm also aware of the opportunity that a fresh perspective can bring to an organization.**

**As I approach the end of my first year, I can assure you that SRTC is moving in a positive direction. We are working to forge valuable relationships within the region and throughout the state. Our staff continues to strengthen our communication and involvement with the business community, with our member partners, with other MPO's and RTPO's, with our elected representatives and with our colleagues at WSDOT. We routinely consider ways to better serve the SRTC Board and advisory committees and we have made a number of changes in this regard. SRTC staff also continues to provide skilled planning support to our member governments and to complete study efforts that identify important transportation solutions along with the potential paths for implementing the transportation priorities of the Spokane Region.**

**I'm pleased to have made the commitment to join SRTC and I appreciate the confidence you've shown by supporting me.**

To: Board of Directors  
From: Ryan Stewart, Principal Transportation Planner  
Topic: **Transportation Technical Committee (TTC) Resolution and Bylaws**

06/02/2022

**Requested Action:**

Adopt by Resolution R-22-07 the purpose, duties, and responsibilities of the Transportation Technical Committee.

**Key Points:**

- Creation of the TTC as a standing committee of the SRTC Board is established through an Interlocal Agreement (ILA) between members.
- Section 6 of the ILA states that the “Board shall further define the duties and powers of each Committee by Resolution to contain at a minimum the statement of purpose, duties, responsibilities, and other matters, provided, the Board shall not delegate any of its decision-making authority to any Committee.”
- Resolution R-22-07 is shown in **Attachment 1** and the TTC Bylaws are in **Attachment 2**.

**Board/Committee Discussions:**

The draft resolution and bylaws were presented to the Board at the May 2022 meeting and to the TTC at their April 2022 meeting.

**Public Involvement:**

The Board, ILA Implementation Subcommittee, and TTC meetings at which this topic is discussed are open to the public. Advisory committees such as the TTC and TAC support the public engagement efforts of the SRTC.

**Staff Contact:**

Ryan Stewart, SRTC | [rstewart@src.org](mailto:rstewart@src.org) | 509.343.6370

**Supporting Information for  
Transportation Technical Committee (TTC) Resolution and Bylaws:**

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- In February 2022, the SRTC Board established the ILA Implementation Subcommittee to define the duties and powers of the TTC as required by the ILA. The ILA Implementation Subcommittee members are Paul Schmidt, Susan Meyer, Betsy Wilkerson, Dee Cragun, Terri Cooper, and Rod Higgins. The group met on 03/30/22 and 4/29/22.
- The TTC reviewed the bylaws at their 04/27/22 meeting and provided input for the subcommittee's consideration.
- The ILA Implementation Subcommittee utilized information presented by SRTC staff and input received from the TTC to develop a draft Resolution and Bylaws for consideration by the SRTC Board. The following information outlines the primary changes that were presented to the Board at the May 2022 meeting:
  - Create separate TTC Bylaws consistent with the previous action by the SRTC Board regarding the TAC Bylaws and define duties as required by the ILA.
  - Affirm that the general duties of the TTC, the membership composition and number of representatives should remain the same.
  - Add clarifying language regarding meetings and representation of the small towns/cities and address action when a small city/town reaches or surpasses 5,000 in population.
  - Formalize the appointment and rotation of the TTC Chair and Vice Chair positions to include member agency representatives.
  - Add a section to address TTC members that are disruptive with an emphasis on contacting the representative's appointing agency to resolve any issues.
- Planning and funding activities supported through Federal programs require public engagement to both educate and inform the public as well as to seek input that helps to fully inform decision-making.



RESOLUTION  
of the BOARD OF DIRECTORS  
of the  
SPOKANE REGIONAL TRANSPORTATION COUNCIL  
R-22-07 SRTC  
**ESTABLISHING A SPOKANE REGIONAL TRANSPORTATION COUNCIL TRANSPORTATION TECHNICAL  
COMMITTEE**

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 operates pursuant to an Interlocal Agreement of the member parties that authorizes the establishment of various advisory committees to make recommendations to the SRTC Board on various transportation matters; and

WHEREAS, the Interlocal Agreement identifies the establishment of a Transportation Technical Committee (TTC) as a standing committee of the SRTC Board; and

WHEREAS, the Interlocal Agreement requires the SRTC Board to define the duties and powers of the TTC by resolution to contain at a minimum the statement of purpose, duties, responsibilities, and other matters of said Committee.

NOW, THEREFORE BE IT RESOLVED, that SRTC Board is establishing a Transportation Technical Committee (TTC):

1. To provide technical perspectives on the transportation planning activities and project priorities of the SRTC; and
2. For the purposes of ensuring compliance with the continuous, comprehensive, and cooperative (3C) federal transportation planning requirements; and
3. To operate in accordance with the committee bylaws as established in Attachment A of this resolution.

PASSED and APPROVED on this 9<sup>th</sup> day of June 2022 by the Spokane Regional Transportation Council Board of Directors.

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

ATTEST

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Julie Meyers-Lehman, Clerk of the Board

DRAFT

## ATTACHMENT to RESOLUTION R-22-07

## SPOKANE REGIONAL TRANSPORTATION COUNCIL

## TRANSPORTATION TECHNICAL COMMITTEE BYLAWS

June 9, 2022

The Spokane Regional Transportation Council (SRTC) Board of Directors is the policy decision-making body for the purpose of carrying out the transportation planning and programming processes in the Spokane Region. The membership structure of the SRTC Board is developed through an interlocal agreement of local governments and other interested parties established to perform the functions of a MPO and RTPPO.

**Per Section 6.B. of the 2021 SRTC Interlocal Agreement the SRTC Board shall create or maintain a Transportation Technical Committee (TTC) as a standing committee to serve in support of the Board.**

**PURPOSE**

The TTC is established to provide diverse technical insight and professional expertise to transportation planning activities and priorities of the SRTC and to advise the Board on regional transportation related matters. The TTC provides recommendations to the SRTC staff, and SRTC Board of Directors in the development of SRTC planning work. The TTC will base their work on the adopted SRTC mission, vision, values, and the Guiding Principles of the adopted Metropolitan Transportation Plan (MTP).

There are multiple purposes of the TTC: 1.) to provide a technical planning and engineering perspective on behalf of member agencies; 2.) to provide a forum for regional coordination among member agencies; 3.) to provide input on the programming of projects, the development of plans and policies impacting the regional transportation system; and 4.) other activities as directed by the SRTC Board.

**MEMBERSHIP**

The TTC shall consist of 22 members.

AGENCY	REPRESENTATIVE(S)
City of Airway Heights	1
City of Cheney	1
City of Liberty Lake	1
City of Spokane	3
City of Spokane Valley	2
Kalispel Tribe of Indians	1
Small Towns with fewer than 5,000 people*	1
Spokane County	3
Spokane International Airport	1
Spokane Transit Authority	2
Spokane Tribe of Indians	1
Spokane Regional Clean Air Agency (SRCAA)	1
Spokane Regional Health District (SRHD)	1
WSDOT Eastern Region	3
<b>TOTAL</b>	<b>22</b>

\*City of Deer Park, City of Millwood, City of Medical Lake, Town of Fairfield, Town of Latah, Town of Rockford, Town of Spangle, Town of Waverly.

The eight small towns and small cities will meet as needed to address issues as identified by members of this group and at a minimum once per year to establish the voting representative and alternate for the upcoming calendar year. In the event that a small city or town reaches or surpasses 5,000 population (per Washington State Office of Financial Management), the Bylaws may be updated to reflect this change.

Each agency shall appoint its representative and alternate in writing to the SRTC Executive Director. Each representative and alternate shall serve until changed by the appointing agency and written notice is provided to the SRTC Executive Director.

Appointees should be technically competent, qualified, and authorized to represent their agency's transportation related planning issues, goals, and policies. The intent is to draw the needed expertise from each agency which could include representation from the following disciplines: transportation planning, land use planning, traffic, and/or public works. TTC members shall not be elected officials or members of the SRTC Board.

## **OFFICERS**

The TTC shall annually select and recommend to the SRTC Board one of its members to act as Chair and one as Vice-Chair for terms of one year. The SRTC Board will appoint the TTC Chair at a regularly scheduled meeting. The TTC shall recommend its Chair and Vice-Chair in such a way that no one participating agency is filling both positions at the same time. The selection shall be made no later than November of each year for the following calendar year. The office shall rotate on a yearly basis among the following parties:

City of Spokane  
WSDOT  
Spokane County  
Airway Heights, Cheney, Liberty Lake, Tribes, SIA, or Small Towns representative  
Spokane Transit  
City of Spokane Valley

The TTC Chair shall preside over all TTC meetings. The TTC Chair shall be responsible for communicating to the Board and Agency on matters as may be directed by the TTC and shall further perform other duties as may be requested by the TTC. The TTC Vice-Chair shall perform all duties of the TTC Chair during the absence of the TTC Chairman. Transportation Technical Committee (TTC)

In the event the Chair vacates his/her position, and the Vice Chair fulfills the Chairs duties, the Vice Chair still remains eligible to serve an additional term as Chair. As an Ex-officio member of the SRTC Board, the TTC Chair or TTC Vice-Chair shall make every attempt to attend all meetings of the SRTC Board.

## **ATTENDANCE**

Members of the TTC are expected to attend all regularly scheduled meetings or shall notify the TTC Chair or SRTC staff in advance of an absence and identify the designated alternate.

If the member agency or designated alternate are unable to attend a meeting, the member can appoint a temporary alternate for that meeting by notifying the TTC Chair or SRTC staff in advance of the meeting.

## **VACANCIES**

Should a vacancy occur on the TTC, SRTC will contact the Tribe/agency/jurisdiction for a membership designation.

## **MEETINGS**

SRTC advisory committees shall meet as needed to perform the duties of the committee as requested by SRTC staff or as directed by the SRTC's Board. All meeting dates shall be issued to the general public as described in SRTC's Public Involvement Policy.

All meetings of SRTC advisory committees shall be open and public and all persons shall be permitted to attend any meeting unless otherwise provided in RCW Chapter 42.30.

## **QUORUM**

A quorum is a simple majority of committee members. No advisory committee shall take action without a quorum.

## **SUB-COMMITTEES**

The Chair of an SRTC advisory committee may appoint and establish sub-committees composed of members and non-members to carry out the functions of the general committee. Membership on subcommittees shall not include a quorum of the advisory committee. To encourage broad regional discussion, SRTC advisory committees may, on occasion, form joint sub-committees.

## **ADMINISTRATIVE SUPPORT**

SRTC staff shall provide administrative support to SRTC advisory committees. This includes developing committee agendas, arranging for materials and presentations as requested by the TTC, providing meeting notices and arranging meeting venues.

## **MINUTES**

Minutes for all SRTC advisory committees will be taken and distributed by SRTC staff. Approved minutes will be posted on the SRTC website. A summary of SRTC advisory committee's discussions will be included in the SRTC Board monthly packet.

## **AGENDA**

An agenda should be provided in advance of each meeting. Staff coordinates with the committee Chair to develop the agenda.

## **RULES OF ORDER AND MOTION PROCEDURES**

Current informal practice encourages regional discussion and collaboration. Advisory committee votes shall occur following a motion, second and discussion. The Chair/Vice Chair will rely upon Robert's Rules of Order when clarification is required on rules of order and/or motion procedures.

## **REMOVAL**

All TTC Members serve at the pleasure of the SRTC Board of Directors. If a TTC representative violates these Bylaws, is disruptive or acts in a manner contrary to the general purpose of the SRTC or TTC, SRTC staff will contact the representative's appointing agency to resolve the concerns.

To: Board of Directors  
From: Kylee Jones, Associate Transportation Planner III  
Topic: **Transportation Advisory Committee (TAC) Appointees**

06/02/2022

**Requested Action:**

Approval of the following individuals to fill vacant positions on the Transportation Advisory Committee (TAC): Charles Hansen, Caleb Newbill, Dr. Paul Vose.

**Key Points:**

- Over the past few months three TAC positions became vacant. Two members had to resign due to changes in their employment situation and a third resigned because he became an elected official (TAC bylaws prohibit elected officials from serving as committee members).
- At the May Board meeting, the Board recommended that staff contact other applicants from the most recent TAC recruitment process to see if they were still interested in serving on the committee.
- The three individuals listed above expressed their interest and attended the May TAC meeting as guests.

**Board/Committee Discussions:**

On 12/13/21 the Board of Directors Nominating Committee reviewed and recommended a slate of candidates for 2022-2023 TAC membership. The Board approved the slate of candidates on 01/13/22.

**Public Involvement:**

All Board and advisory committee meetings are open to the public.

**Staff Contact:**

Kylee Jones, SRTC | [kjones@srtc.org](mailto:kjones@srtc.org) | 509.343.6370

To: Board of Directors  
From: Lois Bollenback, Executive Director  
Topic: **Transportation Planning Presentation Series: Funding**

06/02/2022

**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 transportation program Funding.

**Board/Committee Discussions:**

This is the sixth in a series of discussions for the Board and Committees. Prior discussions were:

- The Role of an MPO (January)
- Quality of Life (February)
- Safety (March)
- Stewardship (April)
- Equity (May)

**Public Involvement:**

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

**Staff Contact:**

Lois Bollenback, SRTC | [lbollenback@srtc.org](mailto:lbollenback@srtc.org) | 509.435.3823



To: Board of Directors  
From: Kylee Jones, Associate Transportation Planner III  
Topic: **2024-2026 Call for Projects**

06/02/2022

**Requested Action:**

None. For information and discussion

**Key Points:**

- **Overview** – The 2024-2026 Call for Projects was issued on 02/11/2022, to identify and prioritize transportation projects eligible for a variety of funding types totaling roughly \$34.68M. The awards will be for projects and programs to be executed in Federal Fiscal Years 2024-2026.
- **Application Review Process** - Eight Transportation Technical Committee (TTC) members on the Transportation Improvement Program (TIP) Working Group reviewed & edited the SRTC 2018 Call for Projects Application to update the application. Updates included improved question clarity, minor scoring adjustments, and removed duplicative questions across sections.
- **Applications Received** - SRTC received 51 applications from nine member agencies. Applications include the initiation of new projects as well as advancing existing projects to the next phase or to completion.
- **Eligibility** - SRTC Staff and WSDOT Local Programs worked with member agencies to ensure application completeness, consistency with SRTC policies, and eligibility for various funding programs.
- **Scoring Process** – Three members of the TTC, two members of the Transportation Advisory Committee (TAC) and two SRTC Staff reviewed and scored applications. As a result of those efforts, the 2024-2026 SRTC Draft Priority Scoring is attached, **Attachment 1**. Individual scores were entered into a master score sheet to develop an average overall score for each project. The master score sheet can be provided upon request.
- **Funding Allocation Principles** – With input from the committees, the SRTC Board developed Principles of Investment for this Call for Projects to help guide funding decisions. Other important funding considerations include program eligibility and project delivery timelines. SRTC staff will be seeking additional feedback on funding considerations that are related to this Call.
- **Additional Direction Requested** -
  1. **How to handle large funding request** - The number one ranked project is requesting \$23M of the \$34.68M. The TTC suggested providing multiple funding scenarios, the TAC suggested establishing a maximum award amount. Previous calls applied partial funding for projects with an upper limit around \$5.7M.
  2. **Geographic distribution** - In past practice, the SRTC Call for Projects awards and subsequent awards have been distributed across multiple agencies. Should SRTC continue to award a variety of jurisdictions?

**Board/Committee Discussions:**

On 12/09/2021, the SRTC Board approved the 2022 TIP Guidebook which includes the 2024-2026 Call for Projects schedule and additional guidance on TIP project delivery.

On 02/10/2022, as part of the 2024-2026 Call for Projects, the SRTC Board approved resolution 22-04 awarding \$2.1M to the Spokane Regional Transportation Management Center (SRTMC) for operations, \$1.5M to SRTC for planning activities, allocation of at least \$1.5M to small towns during this call and held \$9.2M aside for a future preservation call for projects.

The TTC and TAC discussed funding allocation principles at their meetings on 05/25/22.

**Public Involvement:**

Participating agencies and the public are provided an opportunity to comment on TIP development through a variety of means. Throughout the year, the public is invited to attend SRTC advisory committee meetings to discuss project selection, TIP amendments, the TIP Guidebook, and the development of the next four-year TIP. Documentation from the meetings is posted to the SRTC website.

**Staff Contact:**

Kylee Jones, SRTC | [kjones@srtc.org](mailto:kjones@srtc.org) | 509.343.6370

2024-2026 SRTC Draft Priority Scoring

							STBG			CMAQ	STBG Set-Aside			HIP	HIP-CRRSSA	AWARD
							Urban	Rural	Flex	inside AQ boundaries	Urban	Rural	Flex	Urban Large Only	Urban Large Only	
														must obligate before Sept 30, 2024	must obligate before Sept 30, 2024	Total Award for 2024-2026
Priority Ranking	Agency	Project Name	Match	Final Score as %	Requested	Project Phase	\$11,198,000	\$1,767,000	\$2,536,000	\$11,650,000	\$2,635,000	\$495,000	\$1,619,000	\$341,772	\$2,440,778	\$34,682,550
1	SV	Pines Rd/BNSF Grade Separation*	33.5%	86.0%	\$23,130,199	CN										
2	STA	Division St BRT Project Development	33.5%	80.8%	\$1,000,000	PE										
3	CoS	Sunset Highway Pathway - Royal St to Spotted Rd*	33.5%	79.8%	\$4,437,000	PE, RW, CN										
4	SV	Bigelow-Sullivan Corridor: Sullivan/Trent Interchange	33.5%	77.7%	\$2,212,500	PE										
5	AH	SR2 Multi-Modal and Pedestrian Enhancements (with 2 Roundabouts)	13.5%	74.2%	\$876,991	PE										
6	STA	I90/Valley HPT Line Park & Ride Construction	33.5%	74.0%	\$1,200,000	RW, CN										
7	SV	Argonne Rd/I-90 Bridge	13.5%	72.1%	\$1,297,500	PE										
8	CoS	Pacific Ave Neighborhood Greenway	33.5%	71.0%	\$5,257,000	PE, RW, CN										
9	SV	Barker Corridor: Appleway to Sprague	33.5%	69.7%	\$2,095,072	PE, RW, CN										
10	CoS	US 195/Meadowlane	33.5%	69.4%	\$2,417,000	PE, CN										
11	SC	Bigelow Gulch Road Project 2*	33.5%	68.6%	\$6,000,000	CN										
12	CoS	Fish Lake Trail Connection Phases 1-3	23.5%	64.6%	\$19,477,771	PE, RW, CN										
13	CoS	Spokane Falls Blvd Reconstruction - Post St to Division St*	33.5%	63.8%	\$9,074,000	RW, CN										
14	SC	Commute Trip Reduction Program	33.5%	63.0%	\$991,924	Program										
15	CoS	Broadway Ave Reconstruction - Ash St to Lincoln St	33.5%	63.0%	\$7,589,000	PE, RW, CN										
16	CoS	Millwood Trail - Children of the Sun Trail to Fancher*	33.5%	62.7%	\$6,406,000	PE, RW, CN										
17	CoS	Palouse/Freya Roundabout	23.5%	62.3%	\$4,900,000	PE, RW, CN										
18	CoS	Riverside Ave - Monroe to Wall Reconstruction*	33.5%	61.8%	\$5,343,000	CN										
19	CoS	Cook St Greenway	33.5%	61.7%	\$1,682,000	CN										
20	SC	Harvard Rd Phase 2*	13.5%	60.0%	\$5,481,000	PE, RW, CN										
21	SC	Cascade Way Reconstruction & Stormwater Project	23.5%	59.7%	\$1,123,000	PE, CN										
22	SC	Nevada Rd Reconstruction: Hawthorne to US 2	23.5%	59.3%	\$1,234,000	PE, CN										
23	CoS	Signals - Maple & Rowan and Ash & Rowan	33.5%	57.7%	\$1,966,000	PE, RW, CN										
24	CoS	Wellesley Ave, Freya to Havana	33.5%	57.4%	\$379,000	PE, RW, CN										
25	SC	Argonne Rd & Upriver Driver Intersection	13.5%	57.3%	\$260,000	PE										
26	SV	Barker Corridor: 4th Ave Roundabout	33.5%	56.6%	\$2,272,157	PE, RW, CN										
27	SV	Barker Corridor: Sprague to 4th	33.5%	56.2%	\$1,735,025	PE, RW, CN										
28	SV	Barker Corridor: 8th Ave Roundabout	33.5%	55.3%	\$1,967,633	PE, RW, CN										
29	SC	Centennial Trail Argonne Gap Alternatives Study	13.5%	53.7%	\$160,000	Study										
30	SV	Barker Corridor: 4th to 8th	33.5%	53.7%	\$1,849,290	PE, RW, CN										
31	CoS	Signal Controller Upgrades	33.5%	53.6%	\$258,000	PE, CN										
32	STA	Sunset HPT - Preliminary Engineering	13.5%	53.5%	\$600,000	PE										
33	CoS	Nevada/Lincoln Intersection	23.5%	52.2%	\$1,160,000	PE, RW, CN										
34	SV	Appleway Trail & Stormwater Improvements	13.5%	51.1%	\$1,110,059	PE, CN										
35	SC	Magnesium Rd Preservation: Crestline to Market	13.5%	50.0%	\$616,000	PE, CN										
36	SV	Broadway Ave Reconstruction (Havana to Fancher)	33.5%	48.9%	\$2,618,547	PE, RW, CN										
37	SC	Wall St & Country Homes Blvd Intersection	13.5%	48.5%	\$2,493,000	PE, RW, CN										
38	STA	Wellesley HPT - Preliminary Engineering	13.5%	47.6%	\$400,000	PE										
39	SV	Spokane Valley River Loop Trail	33.5%	46.9%	\$2,021,033	PE, RW, CN										
40	CoS	Mallon Ave - Monroe to Howard Reconstruction	33.5%	46.2%	\$2,521,000	PE, RW, CN										
41	DP	N Colville Reconstruction, Third St to North City Limits	13.5%	45.1%	\$3,239,717	PE, RW, CN										
42	SC	Deno Rd Reconstruction - Rambo Rd to Craig Rd	13.5%	44.2%	\$2,374,400	PE, RW, CN										
43	CoS	Arthur St Sidewalk & Greenway	33.5%	43.2%	\$1,224,000	PE, RW, CN										
44	FF	Railroad Ave Rehabilitation	13.5%	41.8%	\$320,232	PE, CN										

45	CoS	Driscoll Sidewalk - Garland to Wellesley	33.5%	41.3%	\$1,741,000	PE, CN									
46	SC	Craig Rd Project 1	13.5%	40.4%	\$2,424,000	PE, RW, CN									
47	CoS	King Cole Way - Wood Bridge in Riverfront Park	13.5%	38.7%	\$869,000	PE, CN									
48	SC	Starr Rd Preservation	13.5%	36.1%	\$1,359,000	PE, RW, CN									
49	ML	Lake St ADA Upgrades	13.5%	32.9%	\$442,015	PE, CN									
50	SG	Patching and Chip Seal Various Locations	13.5%	29.9%	\$311,212	PE, CN									
51	SG	Old Hwy 195 Rehabilitation	33.5%	19.2%	\$500,277	PE, CN									
					\$	152,416,554									

Legend:

*	Projects that are currently in the Transportation Improvement Program
SV	City of Spokane Valley
CoS	City of Spokane
SC	Spokane County
DP	Deer Park
STA	Spokane Transit Authority
ML	Medical Lake
SG	Spangle
FF	Fairfield
AH	Airway Heights

To: Board of Directors  
From: David Fletcher, Principal Transportation Planner  
Topic: **Freight Mobility Strategic Investment Board (FMSIB) Investment Priorities**

06/02/2022

**Requested Action:**

None. For information and discussion.

**Key Points:**

- In 2021, the Washington State Legislature directed the state's Freight Mobility Strategic Investment Board (FMSIB) to develop a statewide prioritized list of freight investments.
- FMSIB's process for developing this list is detailed in their [Phase 1 report](#), which was completed last year and presented to the 2022 Legislature. In the report, the FMSIB Board established general investment priorities by defining "Target Areas" and "Desired Freight Outcomes," which include "Relative Investment Amounts" identifying the percentage of overall investment that should be spent towards the various targets and outcomes. More information on this is provided in Sections 2 and 3 of the Phase 1 report.
- Phase 2 of this effort will include collecting project and investment priorities from local governments, regional planning organizations, and other statewide associations. To inform this work, FMSIB has requested that the state's MPOs and RTPOs provide a list of their regional freight investment priorities. Eligible investments must be: (1) located on the state's Freight and Goods Transportation System (FGTS) or benefit the FGTS and (2) under construction within six years.
- FMSIB will prioritize projects statewide using the following criteria: (1) tonnage—based on FGTS classification—supplemented by truck percentage and/or number of trucks, (2) non-state match percentage of total cost, and (3) percentage of funding committed.
- SRTC must provide FMSIB with its list of regional freight investment priorities by 08/15/22. FMSIB's final report is due to the Legislature on 12/01/22. At this time, no funding program is tied to this effort.

**Board/Committee Discussions:**

The Transportation Technical Committee (TTC) discussed the FMSIB Investment Priorities at their May 25 meeting and provided input regarding the development of a regional freight priorities list. The topic was removed from the May 25 Transportation Advisory Committee (TAC) meeting due to time constraints.

**Public Involvement:**

All Board and committee meetings are open to the public. Advisory committees such as the TTC and TAC support the public engagement efforts of the SRTC.

**Staff Contact:**

David Fletcher, SRTC | [dfletcher@srtc.org](mailto:dfletcher@srtc.org) | 509.343.6370

2022 Draft Board Agenda Items	
For Action	For Information
<b>JULY</b>	
Freight Mobility Strategic Investment Board Priorities	Coordinated Public Transit - Human Services Transportation Plan Update
TIP Call for Projects	DivisionConnects
	Equity Framework Update
	2022 Q2 Budget Update
	Unified Planning Work Program Amendment
<i>Panel Discussion: Linkages between Land Use &amp; Transportation</i>	
<b>AUGUST</b>	
<i>Panel Discussion: Transportation Technology</i>	
<b>SEPTEMBER</b>	
DivisionConnects Phase 2 Report	Draft 2023-2025 TIP
Unified Planning Work Program Amendment	Transportation Discussion Series: Economic Vitality
	TIP Obligation Target Update
	CY 2023 Work Plan, Budget & Indirect Cost Plan
<b>OCTOBER</b>	
2023-2025 TIP	Bridge and Pavement Condition Targets
CY 2023 Work Plan, Budget & Indirect Cost Plan	Coordinated Public Transit - Human Services Transportation Plan
	Project Screening Criteria – Prioritization Strategies
	2022 Q3 Budget Update

### **ACTION ITEMS**

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- **2022-2026 Transportation Improvement Program June Amendment** – A motion to recommend Board approval of the amendment passed unanimously.

### **INFORMATION & DISCUSSION ITEMS**

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- **Spokane Transit Authority: I-90/Valley High Performance Transit Corridor** – STA Senior Transit Planner Hamid Hajjafari shared information about plans to expand commuter options and enhance transit services throughout the corridor to address increasing population growth in the area.
- **2024-2026 Call for Projects Update** – Staff presented the draft scoring list which included final score as a percentage, the amount requested, and eligibility for funding types. The group was asked to consider four funding allocation questions and members discussed at great length. Comments included:
  - Providing information about funding from past calls and by geography would be helpful to set context
  - There can be a lot of value to agencies by funding PE phases; helps them to explore additional grant opportunities for future phases
  - Request for information about the largest single award in last four years
  - There have been past conversations about equality in funding between rural and urban, but not so much between the urban jurisdictions
  - Expressed caution about being too restrictive in applying funding by geographic indicator
  - Discussion about projects awarded PE funding then having to return funds because additional grants were not awarded. Comments that PE phases typically deliver quickly, which helps meet the federal obligation target
  - Possibility of awarding funds in a phased approach over several years for projects with large funding requests
  - Discussion about process for a contingency list and the pros and cons of partial vs full funding
  - SRTC funding has become a primary source of funding for small towns' projects since the TIB funding is now extremely difficult to obtain
  - Many projects on this list have also applied for funding from other programs (WSDOT, NHFP, etc). Suggestion that SRTC contact these funding sources for a status update
  - Suggestion that the SRTC funding decisions could be deferred a bit agencies hear about the other funding sources
  - Request that staff create several different funding scenarios for the TTC to evaluate
  - Expressed support for the rural projects on the list
- **Transportation Discussion Series: Equity** – Due meeting time constraints, the group voted to defer this item to June.
- **Freight Mobility Strategic Investment Board Priorities** – Staff relayed details about development of a statewide prioritized list of freight investments by FMSIB. MPOs have been asked to provide a list of regional freight investment priorities. The group was asked to consider if SRTC should prioritize a project list prior to submitting to FMSIB and if so, should a working group be formed to do the review and analysis.

### ***ACTION ITEMS***

- **2022-2026 Transportation Improvement Program (TIP) June Amendment** – Staff explained the TIP amendment process and the difference/relationship between the TIP and the long-range metropolitan transportation plan. A motion to recommend Board approval of the amendment passed unanimously.

### ***INFORMATION & DISCUSSION ITEMS***

- **Transportation Discussion Series: Equity** – Staff defined equity as applied to transportation planning and responsibilities to follow title VI and Environmental The group was asked how else the agency could look at equity and if there are other equity-related criteria to make the regional transportation priorities process stronger.
  - Suggestion to survey to get input about transportation equity from users of the system; another possibility is a survey about completed projects to see what worked and what didn't in terms of access
  - Question how to determine whether or not the needle is being moved; how to determine the baseline to measure improvements
  - Sometimes access isn't infrastructure but actual transportation, such as shared mobility devices
  - Discussion about how equity elements were scored in the recent call for projects application scoring; smaller towns don't typically score high in this category and maybe SRTC could assist
- **2024-2026 Call for Projects Update** – Staff summarized the application/scoring process, funding types available, programming considerations, and then presented the draft scoring list. The group was asked to consider four funding allocation questions. Comments included:
  - Suggestion to look at distributing funding proportionally across all projects
  - Possibly consider the amount of volume on a corridor as a criteria or prioritize grade separation projects
  - Discussions about funding caps
  - Express concern for possibly allocating the majority of available funding to one large project; prefer to spread funding over more high priority projects
  - Conversation about projects seeking funding from other grant programs
  - Challenges to agencies in putting together funding from multiple sources
  - Funding a broad range of project phases is important to ensure a balanced program
  - Consensus to continue focusing on geographic diversity
- **Spokane Transit Authority: I-90/Valley High Performance Transit Corridor** – STA Senior Transit Planner Hamid Hajjafari provided an overview of proposed plans to expand and enhance transit services along the I-90 corridor area in Spokane Valley due to growing population and increasing commuting between Kootenai County and Spokane County.
- **Freight Mobility Strategic Investment Board Priorities** – The meeting was out of time so this item will be covered at the next meeting.