

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.

Julie Meyers-Lehman, Clerk of the Board