

MEETING MINUTES

Spokane Regional Transportation Council
Board of Directors Meeting – Thursday July 14, 2022
The Hive, 2904 E Sprague Ave, Spokane WA 99202 and on Zoom

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 Jennifer Morton, *City of Airway Heights*
Council Member Dee Cragun, *City of Deer Park*
Mayor Cris Kaminskas, *City of Liberty Lake*
Mayor Terri Cooper, *City of Medical Lake*
Mayor Kevin Freeman, *City of Millwood*
Council Member Betsy Wilkerson, *City of Spokane*
Mayor Pam Haley, *City of Spokane Valley*
Council Member Rod Higgins, *City of Spokane Valley*
Sev Jones, *Kalispel Tribe of Indians*
Matt Ewers, *Rail/Freight Representative*
Susan Meyer, *Spokane Transit Authority*
Council Member Tiger Peone, *Spokane Tribe of Indians*
Rhonda Young, *Transportation Advisory Committee Chair*
Inga Note, *Transportation Technical Committee Chair*
Mike Gribner, *WSDOT-Eastern Region*
Kelly Fukai, *WA State Transportation Commission*

Guests:

Char Kay, *WSDOT-Eastern Region*
Larry Larson, *WSDOT-Eastern Region*
Paul Kropp
LeAnn Yamamoto, *CommuteSmartNW*
Kevin Picanco, *City of Spokane*
Katherine Miller, *City of Spokane*
Karen Corkins, *S3R3*
Francis SiJohn, *Spokane Tribe of Indians*
Adam Jackson, *City of Spokane Valley*
Brandi Colyar, *Spokane County*
Sean Messner, *Civ Tech*

Staff:

Lois Bollenback, *Executive Director*
Eve McMenemy, *Deputy Executive Director*
Ryan Stewart, *Principal Transportation Planner*
Jason Lien, *Principal Transportation Planner*
David Fletcher, *Principal Transportation Planner*
Kylee Jones, *Assoc. Transportation Planner III*
Michael Redlinger, *Assoc. Transpo. Planner II*
Greg Griffin, *Administrative Services Manager*
Julie Meyers-Lehman, *Admin-Exec Coordinator*
Megan Clark, *Legal Counsel*

Chair Schmidt noted that excused absences had been requested by Micki Harnois, Doug Yost, and Zack Zappone.

Commissioner French made a motion to approve the excused absences. Council Member Wilkerson seconded. Motion passed unanimously.

2 Public Comments - There were no comments.

ACTION ITEMS

3 Consent Agenda

- a) June 2022 Meeting Minutes
- b) June 2022 Vouchers
- c) Cancellation of August Board Meeting

Chair Schmidt noted there was a correction submitted for the minutes; Char Kay was in attendance at the June meeting.

Council Member Higgins made a motion to approve the Consent Agenda with the correction to the June minutes. Commissioner French seconded. Motion passed unanimously.

Executive Session

Chair Schmidt said there would be a two-minute recess to allow staff time to modify the virtual meeting settings, then the Board would go into Executive Session for the purpose of discussion of the performance of a public employee; the Executive Session would last approximately 10 minutes.

- The meeting went into recess at 1:06 and the Board went to Executive Session at 1:08.
- At 1:20 Chair Schmidt announced Executive Session would be extended 5 more minutes.
- Executive Session ended at 1:26 then there was a two-minute recess allow staff to restore the virtual meeting back to regular session.
- The regular meeting resumed at 1:29.

4 Committee Recommendation of Salary Adjustment for Executive Director

Ms. Meyer stated that based on the performance of the Executive Director, her qualifications and desire of the Board to retain Ms. Bollenback in this position, she recommends approval of Resolution 22-08 which outlines a pay increase of 8% to \$151,200 to be effective 07/15/2022 and for the salary and performance to be reviewed again as part of the annual cycle of staff evaluations for SRTC CY2023 budget.

Ms. Meyer made a motion to approve Resolution 22-08; Council Member Higgins seconded. Motion passed unanimously.

5 2024-2026 TIP Call for Projects

Ms. Jones recapped the timeline of recent funding discussions by the Board and committees, summarized the call for projects application and scoring process, and shared input by the TTC and TAC regarding funding allocations. She spoke about the differences in the 2018 and 2022 calls for projects applications, noting that (in reference to the *Pines Rd/BNSF Grade Separation* project) it was not typical to receive a single application requesting such a large portion of the total funding available. She addressed other important programming considerations such as the federal obligation target, principles of investment, and noted that the TIP Guidebook contains policies to assist in redistribution of de-obligated funds.

She compared the differences in program of projects in Option 1 and Option 2; based on Board feedback last month. Option 1 was developed to allocate as close to \$10M as possible for the *Pines Rd/BNSF Grade Separation* project (to meet the cities funding request) while still maintaining geographic diversity. Option 2

funded Pines Rd./BNSF Grade Separation at a level consistent with previous funding calls at roughly \$6 million and distributing funds to additional projects.

The group discussed and comments included:

- Clarification about use of toll credits for City of Medical Lake's Lake St ADA Upgrades project.
- Possibly of moving funding from Barker Corridor project to Pines Rd./BNSF Grade Separation.

Commissioner French made a motion to approve Resolution #22-09 to establish a 2024-2026 Program of Projects as represented in Option 2 as shown in Attachment 2. Council Member Higgins seconded. Motion passed unanimously.

6 Freight Mobility Strategic Investment Board Priorities

Mr. Fletcher shared a background of the state legislature's directive to FMSIB to develop a statewide prioritized list of freight investments. The process includes obtaining input from Metropolitan Planning Organizations regarding freight project data and regional freight investment priorities. He noted that no funding source is currently tied to this list development, but it may be available in the future.

Mr. Fletcher summarized the list development process and FMSIB target areas specified. He described the method by which SRTC staff and volunteer TTC members developed a process to prioritize regional freight projects utilizing a series of criteria and then narrowing the focus to current priorities. He then presented two different options for prioritization, based on this process.

Option A prioritized projects using just criteria identified by FMSIB. Option B added SRTC's regional prioritization activities to the base of FMSIB criterion (for example Horizon 2045, the Unified List of Regional Transportation Priorities, Freight Priority Network, and project readiness).

Mr. Fletcher said both the Transportation Technical Committee and Transportation Advisory Committee recommended submitting the shorter, more focused list of projects to FMSIB, but also including of the entire list of all projects in order to demonstrate the total regional freight need.

The group discussed whether it would be better to narrow down the list even further to just two or three projects or to submit the list as presented. Comments included:

- Concern that the list contains some projects that didn't score very high overall.
- The Board should keep in mind that the longer list contains a mix of different projects which could align with the future FMSIB priorities that might be different.
- The FMSIB process has changed quite a bit from the past and is now more politically driven; it is also unknown what future FMSIB priorities might be when the funding becomes available. Having a broader list of regional freight priorities is likely to be able to address whatever changes in priorities might occur.

Mr. Ewers made a motion to approve Resolution #22-10, establishing a regional priority freight projects list for submittal to FMSIB as shown in Attachment 1, along with a secondary list of investments demonstrating the extent of the region's freight related needs. Commissioner French seconded. Motion passed unanimously.

7 Appoint Budget Committee

Ms. Bollenback stated that typically the Administrative Committee reviews the draft budget; the Interlocal Agreement Implementation Committee is still in the process of developing draft roles and responsibilities for the Administrative Committee and will not be done before the budget process starts. Therefore, volunteer Board members are needed to review the draft CY 2023 budget and indirect cost plan and to make a recommendation to the Board.

Chair Schmidt stated he and the Vice Chair, Council Member Wilkerson, should be part of this group. Mr. Gribner, Ms. Fukai, Commissioner French, and Ms. Meyer also volunteered.

Commissioner French made a motion to approve Resolution #22-11 establishing a Budget Committee. Council Member Higgins seconded. Motion passed unanimously.

INFORMATION & DISCUSSION ITEMS

8 DivisionConnects: Presentation of Draft Final Report

Mr. Lien reported that Phase 2 of the study has been completed; he outlined the scope of work done for Phase 2 including land use planning, planning for active transportation, and continued public engagement. The elements coming out of Phase 2 include land use node profiles, a visual sourcebook of development types, active transportation project recommendations, and travel demand modeling. He reviewed some of the travel demand model findings and outreach activities. The final report for Phase 2 is named DivisionConnects Vision and Implementation Strategy, and it is posted on the DivisionConnects.org website. He said the Board will be asked to approve the DivisionConnects Vision and Implementation Strategy in September.

Board member comments included;

- Increase in transit ridership on this corridor can only occur with an increase in development along the corridor.
- The City is aware of land use and zoning changes needed to increase density along the corridor
- Ms. Meyer encouraged members to read the final report; STA, WSDOT and others also contributed to this joint effort and it was very well done. She shared details about the DivisionConnects Steering Committee.

9 Safe Streets and Roads for All: SRTC Grant Proposal

Mr. Ulrich explained that Safe Streets and Roads for All (SS4A) is a new \$5B federal grant program created through the Bipartisan Infrastructure Law. The purpose of the program is to improve roadway safety by significantly reducing or eliminating roadway fatalities and serious injuries for all users and all modes.

He explained that to be eligible for implementation (projects) funding, an applicant must have an adopted action plan. An action plan must include a commitment from the SRTC Board to zero traffic related deaths in Spokane County. The purpose of the grant is to develop a regional safety action plan. He said the exact amount of requested grant funding is not known definitively at this time. He said staff is seeking direction

from the Board about whether SRTC should submit an application to the program and pursue development of a regional safety action plan; the application deadline is 9/15/22.

The group discussed the grant opportunity and comments included:

- The amount of funding SRTC will request is not known at this time, but will be developed if the board directs staff to develop a proposal.
- The action plan does not need to be complete by the application deadline.
- It is likely that the next state revenue package will have a focus on transportation safety.
- There are some funding programs, such as Highway Safety Improvement Program, that require a local safety plan be in place. Right now, only City of Spokane, City of Spokane Valley and Spokane County have safety plans. If there was a regional safety plan in place, the other municipalities and agencies could become eligible for this type of funding.

INFORMATION – Written Reports

The following items were submitted as written reports only; no presentations were given. Chair Schmidt called for any questions or discussion on any the items and there were none.

10 Executive Director’s Report

11 CY 2022 2nd Quarter Budget Update

12 CY 2023 Membership Contributions

13 Coordinated Public Transit – Human Services Transportation Plan Update

14 Equity Framework Update

15 Unified Planning Work Program Amendment

16 Board Member Comments

Ms. Meyer announced that STA’s long-time legal counsel, Ms. Laura McAloon is leaving Spokane and moving to Nebraska. STA will hold a recognition for her next week.

12 Adjournment

There being no further business, the meeting adjourned at 2:50 pm.

Julie Meyers-Lehman, Clerk of the Board