



Board of Directors Meeting

Thursday, April 13, 2023 at 1:00 PM

Hybrid In Person/Virtual Meeting

- In Person at SRTC, 421 W Riverside Ave, Suite 504, Spokane WA 99201
- Online on Zoom

<https://us02web.zoom.us/j/88995178182?pwd=SFRkSlRQSHE3UIFpQ3ZFeHJvbWMxdz09>

Meeting ID: 889 9517 8182 | Passcode: 604873

By Phone 1-253-215-8782

Meeting ID: 889 9517 8182 | Passcode: 604873

Or find your local number: <https://us02web.zoom.us/j/88995178182?pwd=SFRkSlRQSHE3UIFpQ3ZFeHJvbWMxdz09>

SRTC welcomes public comments at Board meetings.

The deadline for submitting written comments is 10:00 am on the day of the meeting and can be submitted:

- By email to contact.srtc@srtc.org
- By mail to 421 W Riverside Ave Suite 500, Spokane WA 99201
- By phone to 509.343.6370

Verbal comments may also be provided during the comment period at the beginning 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 at least 48 hours in advance.

Time	Item #		Page #
1:00	1	Call to Order / Record of Attendance / Excused Absences	
1:02	2	Public Comments	

FOR ACTION

1:07	3	Consent Agenda	
		a) March Board of Directors Meeting Minutes	3
		b) March 2022 Vouchers	7
		c) 2023-2026 Transportation Improvement Program (TIP) April Amendment	8
		d) CY 2023 Quarterly Budget Update (1 st Quarter)	12
1:10	4	Transportation Performance Management: PM2 - Infrastructure <i>(Mike Ulrich)</i>	15

FOR INFORMATION AND DISCUSSION

1:20	5	Transportation Performance Management: PM3 - System Performance <i>(Mike Ulrich)</i>	17
1:35	6	Equity Working Group <i>(Michael Redlinger)</i>	19
1:45	7	SFY 2024-2025 Unified Planning Work Program: Preliminary Draft <i>(Ryan Stewart)</i>	22
1:55	8	CY 2022 Transportation Improvement Program Obligation Report <i>(Kylee Jones)</i>	23
2:05	9	FFY 2023 Transportation Improvement Program Obligation Target Update <i>(Kylee Jones)</i>	24
2:10	10	Board Member Comments	n/a
2:15	11	Adjournment	

FOR INFORMATION: No Action or Discussion (Written reports only)

12	Executive Director's Report <i>(Lois Bollenback)</i>	26
	<ul style="list-style-type: none"> • WSDOT-Eastern Region Regional Administrator • Electric Vehicle (EV) Charging Station Installation Update • Ongoing/Upcoming Events & Activities • Transportation Funding • TAC Letter to SRTC Board 	
13	Transportation Technical Committee & Transportation Advisory Committee Meeting Summaries	30
14	2023 Draft Board Agenda Items	32

Spokane Regional Transportation Council – Board of Directors

March 9, 2023 | Meeting Minutes

Hybrid Meeting at SRTC, 421 W Riverside Ave Suite 504, Spokane, WA and virtually via Zoom

Meeting presentations are available on the SRTC website: [SRTC Board of Directors](#)

1 Call to Order/Excused Absences

Chair Wilkerson called the meeting to order at 1:00pm; attendance was taken. In attendance were:

Board Members:

Council Member Betsy Wilkerson, *City of Spokane, Chair*
 Commissioner Al French, *Spokane County, Vice Chair*
 Council Member Paul Schmidt, *City of Cheney*
 Mayor Cris Kaminskas, *City of Liberty Lake*
 Mayor Terri Cooper, *City of Medical Lake*
 Council Member Zack 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*
 Kim Zentz, *Transportation Advisory Committee Chair*
 Mike Frucci, *WSDOT-Eastern Region*
 Kelly Fukai, *WA State Transportation Commission*

Board Alternates:

n/a

Guests:

Gary Wirt, *All Aboard Washington*
 Karl Otterstrom, *Spokane Transit Authority*
 Charles Hansen, *Transportation Advisory Committee*
 Jami Hayes, *Spokane County*
 Adam Jackson, *City of Spokane Valley*
 Steven Polunsky, *WA Dept of Commerce*
 Shauna Harshman, *WSDOT-Eastern Region*
 Kevin Picanco, *City of Spokane*
 Gloria Mantz, *City of Spokane Valley*
 Larry Larson, *WSDOT-Eastern Region*

Staff:

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

There were no requests for excused absences.

2 Public Comments - There were no comments.**ACTION ITEMS****# 3 Consent Agenda**

- a) February 2023 Board Meeting Minutes
- b) February 2023 Vouchers
- c) 2023-2026 Transportation Improvement Program March Amendment (Resolution R-23-04)

Ms. Meyer made a motion to approve the Consent Agenda as presented. Council Member Higgins seconded. Motion passed unanimously.

4 Carbon Reduction Program (CRP): Urban Funding Allocations

Ms. Jones reviewed the new 5-year funding program and outlined the 3 suballocation categories: Urban, Urban Small and Rural. She explained that there is approximately \$3.2 M of Urban funding available for SRTC to distribute over a 5-year period (the other two categories will be addressed later in the year) and outlined project eligibility. When new funding or funding from de-obligations becomes available, the method of project selection falls under the contingency list process, covered by Policies 4.7 and 6.8 of the Transportation Improvement Program (TIP) Guidebook. Adoption of the TIP Guidebook through Resolution R-22-23 was approved by the Board in November 2022. She reviewed the policies, including the deliberations by the TIP Working Group and described the three projects proposed to receive funding. Projects were selected from the contingency list in a top-down manner.

- 2022-2023 allocations:
 - *Fish Lake Trail – Phase 2 PE* – fully funded (\$650,250)
 - *Millwood Trail – Children of the Sun to Fancher PE* – fully funded (\$237,405)
- 2024-2026 allocations:
 - *Fish Lake Trail – Phase 1 CN* – partial funding (\$2,291,720)

Ms. Jones addressed project obligation timing, project readiness, and outlined the next steps. Chair Wilkerson opened the floor for questions and discussion.

Mayor Haley spoke about the conversation at the Transportation Technical Committee meeting on this topic and noted the TTC recommendation to the Board did not pass unanimously. She expressed concern that regional equity seems to be a factor for some funding processes and not for others; she feels there may be a lack of consistency and a standard operating procedure for funding distribution. She suggested that SRTC review this issue prior to allocating all of the available funding.

Mayor Haley made a motion approve the funding for the projects for 2022-2023 allocation, but not for the 2024-2026 allocation, to allow more time for the Board consideration. Council Member Higgins seconded.

There was a lengthy discussion. Comments included:

- Project readiness and eligibility are major considerations for the 2022-2023 dollars due to a tight obligation deadline.
- The Board should decide if funding will be distributed evenly throughout the region or by project importance.
- As presented the Board would be following the contingency list process adopted four months ago.
- The two Fish Lake trail projects are interconnected; a member expressed support for getting these constructed as soon as possible.
- There is an existing policy for contingency funding process and the recommendation follows the policy.
- In the 2022 Call for Projects, a City of Spokane Valley project received an award, but not for the full amount. The reason given at that time was that the dollar amount was so large it would have left very little for other jurisdictions, so in the name of regional equity Spokane Valley received a partial award. The group discussed the conversations that led to that decision.
- The 2022 Call for Projects allocated multiple funding sources and totaled approximately \$35M. The decision to limit the award to Spokane Valley during the 2022 Call for Projects was an effort to limit the risk to SRTC in meeting the annual obligation target. The CRP funding is a much smaller program (about \$636K per year for 5 years) and therefore contains less risk of a project delay impacting the obligation target.

- The Board should decide definitively the process of how projects get funded in order to be transparent and be able to explain decisions clearly to constituents.
- The Board approved SRTC's funding policies several months ago contained in the TIP Guidebook. The Guidebook is updated annually so the Board could re-visit funding policies again later this year.
- The funding policies for a general call for projects differ from the contingency funding policies.
- Funding policies don't necessarily have to be modified, but perhaps the Board could have more time to review and discuss the later 2024-2026 allocations.
- Member stated he is hearing concern is being expressed for Board action taken previously under other circumstances.
- Perhaps the TTC should be asked to review and discuss again.
- The motion on the table is just requesting additional time to review the later years' funding more closely.
- The Board should ensure that a consistent funding process is followed every time.

Chair Wilkerson called for a vote on the motion. There were 6 votes in favor and 8 votes against. Motion did not carry.

Mayor Haley made a motion to approve the funding for the projects for 2022-2026 funding as presented. Mr. Frucci seconded. Motion passed unanimously.

INFORMATION & DISCUSSION ITEMS

5 Congestion Management Process (CMP) Introduction

Mr. Fletcher spoke about the recent launch of a project to update the CMP, a federally required activity, last updated in 2014. He reported on the ways in which the CMP is utilized and outlined the eight-step update process. He stated it is expected to conclude by the end of the year. He reviewed PM Peak Hour Delay measures from 2019 compared to those being projected in 2045. A CMP Working Group consisting of staff from regional jurisdictions and agencies under development. This group will assist in setting regional objectives, performance metrics, network evaluation, etc. The Board will receive regular updates throughout the year.

6 Bicycle Level of Traffic Stress

Mr. Lien reported on the ongoing work to analyze the Regional Bicycle Priority Network facilities and assign a grade based on the factors that determine the level of stress a bicycle user may experience on those routes. The goal is to make sure the network is accessible for all abilities and comfort levels. Examples of traffic stress factors include: vehicle through-lanes and speed, on-facility parking, traffic volume, lane width, etc. He stated that the data collection is nearly complete and analysis will begin soon. The technical analysis portion of the project is expected to wrap up in June; the Board and committees will be kept informed of the project's progress.

7 Passenger Rail Update

Ms. Bollenback stated that the Infrastructure Investment and Jobs Act (IIJA) has made funding available for the development of passenger rail nationwide. She added that there is limited discussion in the existing long-range plan regarding passenger rail or intercity connectivity. She expects to introduce discussions like this as SRTC moves towards the next plan update. She is currently part of a stakeholder group exploring re-activation of long distance service along discontinued Amtrak routes around the nation. She introduced Mr. Gary Wirt from All Aboard Washington (AAWA).

Mr. Wirt spoke about the difference between long-distance and state sponsored passenger rail service. WSDOT's 2019 state rail plan states that in order to assess the viability of a Seattle-Spokane route, a ridership analysis and

updated list of infrastructure improvements are needed. A high-level study in 2020 found that a cross-state route along Stampede Pass is feasible, but more in-depth analysis is needed. He shared information about discontinued Amtrak routes, corridor selection criteria, and AAWA's vision for daytime east-west routes in Washington.

He stated that to advance the process, in addition to further analysis, the State must submit an "expression of interest" and apply for FRA designation as a "corridor". Members can assist by contacting legislators and urging them to support funding for the service. There were no questions or discussion.

8 Board Member Comments - There were no comments.

9 Adjournment - There being no further business, the meeting adjourned at 2:36 pm.

Julie Meyers-Lehman, Clerk of the Board

VOUCHERS PAID FOR THE MONTH OF MARCH 2023

<u>Date</u>	<u>Voucher</u>	<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
3/10/23	V122061	Washington Trust Bank	Sftwr subscptns; Office splys/eqpt; Admin phone; Trng Reg's	3,555.74
	V122062	Visionary Communications, Ir	Fiber Services, March 2023	1,012.54
	V122063	Pacific Office Automation	Copier Lease/Usage January 2023	160.55
	V122064	Rehn & Associates	Staff Payroll Deduction Health Ins Contributions: Pay Period 2023-05	435.00
	V122065	WA State Dept of Retirement	Employee and Employer Contributions: February 2023	13,341.73
	V122066	Intermax Networks	VOIP telecom March 2023	252.89
	V122067	Lois Bollenback	LB reimbursement for transportation budget Oly, WA	539.53
	V122068	Eve McMenamy	EM mileage reimburse 1/1/23 to 2/28/23	21.22
	V122069	Spokesman Review	Public Notice TIP amendment	90.71
	V122070	Betsy Wilkerson	BW ground transport for WA Transportation Investment Strategy Forum	164.64
	V122071	Julie Meyers-Lehman	JM-L mileage reimburse 2/13/23 to 2/17/23	21.31
	V122072	Resource Systems Group Inc	Proj 21104 Tasks 1 & 5 - Travel Survey Project - November 2022	4,841.83
	V122073	Resource Systems Group Inc	Proj 21104 Tasks 1 & 5 - Travel Survey Project - January 2023	2,237.91
3/24/23	V122074	Rehn & Associates	Admin fee Feb '23	75.00
	V122075	EMLVO P.C.	March legal svcs: Board mtg; ETS sub-recipient work; procedures	828.30
	V122076	Eve McMenamy	EM travel reimburse Transportation Investment Strategies Workshop - Lacey, WA	519.68
	V122077	Rehn & Associates	Staff Payroll Deduction Health Ins Contributions: Pay Period 2023-06	435.00
	V122078	AWC Employee Benefit Trust	April '23 Benefit Insurance Premiums	10,102.78
	V122079	Intrinium	Managed IT Services - Mnthly March; O365 software	2,481.21
3/31/23	V122080	Diamond Plaza LLC	Paulsen Center Suite 500/504 Lease for April 2023	7,017.16
	V122081	Pacific Office Automation	Copier Lease/Usage February 2023	153.86
	V122082	Washington Trust Bank	Sftwr subscptns; Office splys/eqpt; Admin phone; Trng Reg's	1,304.52
		Reimbursement(s)		-
		Salaries/Benefits	Pay Periods Ending: 3/04/23 & 3/18/23	83,331.00
2/28/23		Spokane County Treasury	Monthly SCIP fee - FEBRUARY 2023	21.06
TOTAL March 2023				132,945.17

Recap for March 2023:

Vouchers: V122061 - V122080	49,593.11
Salaries/Benefits Pay Periods Ending: 3/04/23 & 3/18/23	83,331.00
Spokane County Treasury Monthly SCIP fee - FEBRUARY 2023	21.06
	132,945.17

As of 4/13/23, the Spokane Regional Transportation Council Board of Directors approves the payment of the March 2023 vouchers included in the list in the amount of: **\$132,945.17**

SRTC Board of Directors Chair Betsy Wilkerson

To: Board of Directors

04/06/2023

From: Kylee Jones, Associate Transportation Planner III

TOPIC: 2023-2026 TRANSPORTATION IMPROVEMENT PROGRAM (TIP) APRIL AMENDMENT

Requested Action:

Approval of Resolution R-23-09 the 2023-2026 Transportation Improvement Program April amendment.

Key Points:

Three member agencies have requested an amendment to the 2023-2026 TIP for the following project. See the **Attachment** for more details.

<u>Agency</u>	<u>Project</u>
City of Spokane	• Fish Lake Trail – Phase1
	• Fish Lake Trail – Phase 2
	• Millwood Trail – Children of the Sun Trail to Fancher
Spokane County	• Coulee Hite Railroad Safety Project
	• Argonne Rd & Upriver Drive Intersection Improvement
Spokane Valley	• Sullivan/Trent Interchange Design

Board/Committee Discussions:

On 3/22/2023 both the Transportation Technical Committee and Transportation Advisory Committee unanimously recommended Board approval of the April TIP amendment.

Public Involvement:

The proposed amendment was published for a public review and comment period from 03/15/23 through 03/24/23. On 03/15/23 notice of the amendment was published in the Spokesman Review, posted to the SRTC website (www.srtc.org), and posted to social media platforms. SRTC received no public comments.

Staff Contact: Kylee Jones, SRTC | kjones@srctc.org | 509.343.6370

RESOLUTION
of the BOARD OF DIRECTORS of the
SPOKANE REGIONAL TRANSPORTATION COUNCIL
R-23-09

**APPROVING AN AMENDMENT TO THE CY 2023-2026
TRANSPORTATION IMPROVEMENT PROGRAM (TIP)**

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 is responsible for developing a 4-year Transportation Improvement Program (TIP); and

WHEREAS, the CY 2023-2026 TIP has been developed under the direction of the SRTC Board in consultation with local government staff, Washington State Department of Transportation, Spokane Transit Authority (STA), and with input from various groups and members of the public; and

WHEREAS, the SRTC Board approved the CY 2023-2026 TIP on 10/13/22.

NOW, THEREFORE BE IT RESOLVED, that the Board of Directors of the Spokane Regional Transportation Council adopts the proposed amendment to the CY 2023-2026 TIP to be incorporated into the Statewide Transportation Improvement Program (STIP) of Washington State, as documented in the Attachment.

ADOPTED: April 13, 2023

Betsy Wilkerson, Council Member, City of Spokane
Chair, SRTC Board of Directors

ATTEST

Julie Meyers-Lehman, SRTC
Clerk of the Board

2023-2026 Transportation Improvement Program

April Amendment (23-04)

Consent Agenda
AGENDA ITEM 3c
Attachment
04/13/2023 Board Meeting

Agency	Project Title Amendment Description	Funding Adjustment		Amendment	
				New Project	Existing Project
Spokane County	Coulee Hite Railroad Safety Project Install railroad advanced warning sign, flashing beacon, and red flashing light signal	Federal (HSIP)	\$ 929,000	✓	
		Local	\$ -		
		Total	\$ 929,000		
Spokane Valley	Sullivan/Trent Interchange Design Updated design (PE) total and added NHFP funding	Federal (NHFP)	\$ 2,552,000		✓
		Fed(CRRSAA(UL)	\$ 1,367,500		
		Local	\$ 611,714		
		Total	\$ 4,531,214		
City of Spokane	Fish Lake Trail - Phase 1 Added Carbon Reduction Program (CRP) funding to the construction phase.	Federal (TA)	\$ 787,984		✓
		Federal (CRP)	\$ 2,291,720		
		Local	\$ 945,052		
		Total	\$ 4,024,756		
City of Spokane	Fish Lake Trail - Phase 2 New project added to the Statewide Transportation Improvement Program (STIP). Design (PE) phase funded by Carbon Reduction Program (CRP) funds. This is phase 2 of the Fish Lake Trail project. Remaining funding is not secured.	Federal	\$ 650,250	✓	
		Local	\$ 199,750		
		Total	\$ 850,000		
City of Spokane	Millwood Trail - Children of the Sun Trail to Fancher Added CRP funding for PE. Modified project title and termini. Updated ROW and CN phase costs.	Federal (STBG)	\$ 2,486,104		✓
		Federal (CRP)	\$ 237,405		
		Local	\$ 520,896		
		Total	\$ 3,244,405		
Spokane County	Argonne Road and Upriver Drive Intersection Improvement Added \$180,000 in local funds to the project	Federal (NHFP)	\$ 300,000		✓
		Local	\$ 180,000		
		Total	\$ 480,000		
HSIP	Highway Safety Improvement Program				
NHFP	National Highway Freight Program				
STBG	Surface Transportation Block Grant				
CRP	Carbon Reduction Program				
TA	Transportation Alternative Program				
CRRSSA	Coronavirus Response and Relief Supplemental Appropriations Act of 2021				

Supporting Information**TOPIC: 2023-2026 TRANSPORTATION IMPROVEMENT PROGRAM (TIP) APRIL AMENDMENT**

- 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 proposed 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 April amendment will be incorporated into the STIP on or around 05/19/2023.

To: Board of Directors

04/06/2023

From: Greg Griffin, Administrative Services Manager

TOPIC: CALENDAR YEAR (CY) 2023 QUARTERLY BUDGET UPDATE (1ST QUARTER: JAN-FEB-MAR)

Requested Action:

Approval of the CY 2023 1st Quarter Budget Update.

Key Points:

- SRTC develops an annual budget outlining the anticipated revenues and expenditures for the upcoming year. SRTC reports on a cash basis, which provides a snapshot in time of the agency's revenues and expenditures.
- SRTC staff reports quarterly to the Board of Directors on revenue and expenditures for the preceding quarter and year to date.
- SRTC began CY 2023 with a cash balance of \$650,478 and ended the first quarter of 2023 with a balance of \$1,070,876. Cash balances are normally high early in calendar year due to influx of member contributions used thru the year as matching funds to grants.
- Due to timing, the revenues portion includes funds received in CY 2023 that were for expenditures made near the end of CY 2022. See the **Attachment** for a spreadsheet that provides a comparison of the adopted CY 2023 budget and a summary for the First Quarter (Q-1) of actual 2023 revenues and expenditures, as well as a column showing 2022 year to date revenues/expenses for comparative purposes.
- See Supplemental Information attachment for additional details for the Q-1 budget report.

Board/Committee Discussions:

The CY 2023 Budget was approved by the Board on 10/13/22.

Public Involvement:

All meetings at which the CY 2023 Budget and/or quarterly budget updates were presented to the Board were open to the public.

Staff Contact: Greg Griffin, SRTC | ggriffin@srtc.org | 509.343.6370

SRTC CY 2023, Report through March 31, 2023

	CY 2023 Approved	CY 2023		CY 2022 Year-to-Date	CY 2023 % of Budget
		1st Qtr	Year-to-Date		
REVENUES					
SRTC Cash Balance 12/31/22			650,478		
SRTC Cash Reserve	105,000				
FHWA PL (Federal Public Law Funds)	835,718	240,743	240,743	36,055	29%
FTA (Federal Section 5303 Funds)	316,422	84,965	84,965	61,535	27%
STBG Planning Funds	350,000	110,673	110,673	249,210	32%
Designated Grant - STBG - D.A.T.A.	300,000	38,960	38,960	81,798	13%
RTPO (State Planning Funds)	144,651	55,311	55,311	48,715	38%
Designated Grants (Commerce - ETS)	850,000	-	-	-	0%
Designated Funds (WSDOT - Match Division Study)	-	-	-	-	0%
Local Member Contributions	274,789	269,272	269,272	272,471	98%
Spokane County Treasury Interest	6,000	3,398	3,398	1,430	57%
TOTAL REVENUES (Received in 2023)	3,182,580	803,322	803,322	751,213	25%
EXPENDITURES					
Personnel					
Salaries	1,079,341	224,004	224,004	213,344	21%
Accrued Leave Payouts (includes unemployment)	1,500	-	-	-	0%
FICA	82,684	17,302	17,302	16,507	21%
WA State Retirement System	112,144	23,791	23,791	22,478	21%
Insurance	182,436	35,282	35,282	33,566	19%
Total Personnel	1,458,105	300,379	300,379	285,895	21%
Contractual and Professional Services					
Legal Services	25,000	7,107	7,107	7,371	28%
Consultants & Professional Svcs (Incl. ste 504 expa	175,656	329	329	3,181	0%
Professional Services - ETS Grant Work	850,000	-	-	-	0%
MTP Update	-	-	-	731	0%
Consultant Svcs & D.A.T.A.	300,000	7,080	7,080	74,427	2%
Consultant & Division Study	-	-	-	65,283	0%
State Audit Charges	17,000	-	-	-	0%
Total Contractual and Professional Services	1,367,656	14,516	14,516	150,992	1%
Materials and Services					
Publications	500	59	59	130	12%
Postage	300	6	6	179	2%
Operating Supplies	4,500	122	122	91	3%
Minor Furniture	1,000	138	138	43	14%
Telephone	5,760	972	972	3,149	17%
Advertising	3,120	337	337	496	11%
Rent - Office Space	84,500	20,748	20,748	21,945	25%
Rent - Meeting Rooms	500	-	-	-	0%
Lease - Copier	2,550	645	645	461	25%
Property and Liability Insurance	17,000	-	-	-	0%
Printing	750	26	26	-	3%
Interfund Charges County Treasurer (Fees)	4,860	(15)	(15)	66	0%
Contingency	25,000	-	-	-	0%
Total Materials and Services	150,340	23,038	23,038	26,561	15%
Travel, Training, and Staff Development					
Mileage & Parking	2,400	571	571	58	24%
Travel / Training (Staff)	42,700	8,749	8,749	2,010	20%
Educational Speaker Series	5,000	-	-	-	0%
Board/Staff Retreats, Facilitators, Food	3,700	840	840	30	23%
Dues, Subscriptions, and Memberships	10,709	960	960	328	9%
Total Travel, Training, and Staff Development	64,509	11,120	11,120	2,427	17%
IT Operations					
IT Professional Svcs	28,400	6,231	6,231	6,225	22%
Software	40,640	24,107	24,107	24,668	59%
Hardware - New and Replacement; Repairs/Maint.	60,000	315	315	801	1%
Online Services	12,930	3,219	3,219	3,157	25%
Total IT Services	141,970	33,872	33,872	34,851	24%
TOTAL EXPENDITURES (Paid in 2023)	3,182,580	382,924	382,924	500,726	12%
CASH BALANCE 3/31/23			1,070,876	890,209	

Supporting Information

TOPIC: CALENDAR YEAR (CY) 2023 QUARTERLY BUDGET UPDATE (1st QUARTER: JAN-FEB-APR)

Revenues

- Through the First Quarter (25% of Calendar Year) of CY 2023 (January – March), SRTC collected \$803,322; 25% of the anticipated revenues for the year.
- Local Member Contributions through the end of March 31, 2023 are 98% of the budgeted amount.
- Revenues (\$803,322) in Q-1 include \$222,953 in grant reimbursements from October and November 2022 activity.

Expenditures

Through the First Quarter of CY 2023 SRTC spent \$382,924, or 12% of total anticipated expenditures for the year as follows:

- Personnel Expenditures: Total personnel expenditures were \$300,379 through Q-1, or 21% of the CY 2023 budget amount.
- Contractual and Professional Services: Total services expenditures were \$14,516 year-to- date, or 1% of the total budget amount. Professional Services - ETS Grant Work is pass-through funding for the installation of charging stations throughout the region; initial grant billings will begin in the second quarter of this year.
- Materials and Services: Total materials and services expenditures were \$23,038 year-to-date or 15% of the total budget amount. Interfund Charges for Spokane County Treasury fees show as a negative amount due to an adjustment from prior year. Property and Liability Insurance will be paid later in the year.
- Travel, Training, and Staff Development (includes and Subscriptions/Memberships): Total expenditures were \$11,120 thru Q-1, or 17% of the total budgeted amount. This category continues to be impacted by the move to online conferences, training sessions, etc. It is anticipated that there will be increased travel and conference attendance in the remainder of this year.
- IT Operations: Total expenditures were \$33,872 thru Q-1, or 24% of the total budgeted amount. Software expense is a timing issue as ESRI/GIS 2023 subscription/maintenance was paid in Q-1 and makes up nearly 50% of 2023 Software budget.

To: Board of Directors

04/06/2023

From: Mike Ulrich, Principal Transportation Planner

TOPIC: TRANSPORTATION PERFORMANCE MANAGEMENT: PM2 - INFRASTRUCTURE

Requested Action:

Approval of Resolution R-23-10 agreeing to plan and program projects that contribute to the accomplishment of WSDOT PM2 targets.

Key Points:

- At the November 2022 Board meeting staff introduced Transportation Performance Management including regulatory requirements and SRTC's role in setting targets for Safety (PM1), Infrastructure (PM2), and System Performance (PM3).
- Discussion at the February meeting focused on infrastructure; staff presented background information, historical data, and target setting options.
- WSDOT has set the following 4-year targets for infrastructure performance statewide:

Percentage of pavements of the Interstate System in Good condition	30%
Percentage of pavements of the Interstate System in Poor condition	4%
Percentage of pavements of the non-Interstate NHS in Good condition	45%
Percentage of pavements of the non-Interstate NHS in Poor condition	5%
Percentage of NHS bridges classified as in Good condition	> 30%
Percentage of NHS bridges classified as in Poor condition	< 10%

- To set a target, MPOs must either agree to support the State DOT target or establish a numerical target specific to the MPO planning area.
- Last cycle, in November 2019, the SRTC Board set targets by agreeing to plan and program projects which contribute to the accomplishment of WSDOT statewide performance targets for infrastructure. The deadline for the SRTC Board to set the PM2 targets is 06/14/2023.

Board/Committee Discussions:

On 03/22/2023 both the Transportation Technical Committee and the Transportation Advisory Committee unanimously recommended that the Board agree to support WSDOT PM2 targets.

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 10/12/2020 – 11/13/2020.

Staff Contact: Mike Ulrich, SRTC | mulrich@srtc.org | 509.343.6370

RESOLUTION
of the BOARD OF DIRECTORS
of the
SPOKANE REGIONAL TRANSPORTATION COUNCIL
R-23-10

**ESTABLISHING PERFORMANCE TARGETS FOR INFRASTRUCTURE
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 infrastructure (PM2) 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 infrastructure (PM2) targets, SRTC has the option to (1) agree to plan and program projects so that they contribute toward the accomplishment of the State DOT target for that performance measure, or (2) commit to a quantifiable target for those performance measures for the 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 infrastructure (PM2) targets for each of the required performance measures as shown in the memo for **Transportation Performance Management: PM2 Infrastructure**.

ADOPTED: April 13, 2023

Betsy Wilkerson, Council Member, City of Spokane
Chair, SRTC Board of Directors

ATTEST

Julie Meyers-Lehman, SRTC
Clerk of the Board

To: Board of Directors

04/06/2023

From: Mike Ulrich, Principal Transportation Planner

TOPIC: TRANSPORTATION PERFORMANCE MANAGEMENT: PM3 – SYSTEM PERFORMANCE

Requested Action:

None. For information and discussion.

Key Points:

- At the November 2022 Board meeting staff introduced Transportation Performance Management including regulatory requirements and SRTC's role in setting targets for Safety (PM1), Infrastructure (PM2), and System Performance (PM3).
- Discussion at the April meeting will focus on system performance; staff will present background information, a historical overview, and target setting options.
- Targets for the following six statewide performance measures are set by MPOs every four years:
 1. Percent of the person-miles traveled on the interstate that are reliable
 2. Percent of the person-miles traveled on the non-interstate NHS that are reliable
 3. Truck Travel Time Reliability (TTTR) Index
 4. Annual Hours of Peak Hour Excessive Delay Per Capita
 5. Percent of Non-SOV travel
 6. Total Emissions Reduction
- The statewide 2025 targets associated with the above measures can be found in the Supporting Information.
- Last cycle, in November 2019, the SRTC Board set targets by agreeing to plan and program projects which contribute to the accomplishment of WSDOT statewide performance targets for infrastructure.
- The Board will be asked to take action on system performance targets on 05/11/2023.

Board/Committee Discussions:

This is the first discussion of this topic by the Board. The Transportation Technical Committee and Transportation Advisory Committee received a presentation on 03/22/23 and both groups will be asked to make a recommendation to the Board on 04/26/2023.

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, 2020.

Staff Contact: Mike Ulrich, SRTC | mulrich@srtc.org | 509.343.6370

Supporting Information

TOPIC: TRANSPORTATION PERFORMANCE MANAGEMENT: PM3 – SYSTEM PERFORMANCE

TPM performance measure by program area		4-year targets 2021	4-year actuals 2021	Desired trend	2-year targets 2023	4-year targets 2025
Combined Rule (PM3)	23 CFR Part 490	1 st Reporting Period (2018-2021)			2 nd Reporting Period (2022-2025)	
Highway System Performance (Congestion)						
Percent of person-miles on the Interstate System that are reliable		68.0%	82.4%	↑	77.2%	72.5%
Percent of person-miles traveled on the Non-Interstate NHS System that are reliable		61.0%	87.8%	↑	88.1%	88.4%
National Freight Movement Program						
Truck Travel Time Reliability (TTTR) Index		1.75	1.49	↓	1.51	1.53
Congestion Mitigation & Air Quality Program						
Peak hours of excessive delay per capita in Spokane urbanized area		N/A	11.4	↓	10.0	10.0
Non-Single Occupancy Vehicle travel in Spokane urbanized area		N/A	24.2	↑	24.0%	25.1%
Reported Totals						
Particulate matter less than 10 microns (PM ₁₀) (kg/day) ²		224.000	-95.154	↓	223.838	447.676
Carbon monoxide (CO) (kg/day) ²		309.060	793.068	↓	19.274	34.928

To: Board of Directors
From: Michael Redlinger, Associate Transportation Planner II
Topic: **EQUITY WORKING GROUP**

04/06/2023

Requested Action:

None. For information and discussion.

Key Points:

- In 2022, the SRTC Board adopted the Equity Planning Framework. Throughout the year, SRTC worked with a group comprised of volunteers from the Transportation Advisory Committee (TAC), Transportation Technical Committee (TTC), and one Board member to draft the document.
- The Equity Framework included a set of near term and longer term activities intended to expand diversity, equity and inclusion in the work products, public outreach efforts, and decision-making of SRTC.
- One of the near term recommendations was the establishment of an Equity Working Group.
- The Equity Working Group will help ensure that equity remains a living, evolving part of SRTC's planning process. The group will also provide a forum for representation at the MPO level from our area's historically overburdened or excluded communities, whose insight is crucial to our region's success.
- To inform the SRTC Board and advisory committees and aide in recruitment, SRTC staff has developed an initial draft set of recommendations for the establishment of the Equity Working Group. See the **Attachment** for more details.
- The draft recommendations include a statement of purpose, potential activities, proposed timeline, and additional comments.
- SRTC plans to start participant recruitment in 2023 and convene the working group beginning in January 2024.
- We are seeking comments on the attachment to help inform and refine recommendations.

Board/Committee Discussions:

This is the first time that this item has been presented to the Board. An Equity Planning Work Group was discussed during Board presentations related to the Equity Planning Framework in November and December 2022. This item was presented to the TAC and TTC for discussion in March.

Public Involvement:

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

Staff Contact:

Michael Redlinger, SRTC | mredlinger@srtc.org | 509.343.6370

SRTC EQUITY WORKING GROUP

Overview

Statement of Purpose

SRTC is committed to equitable delivery of its programs and services. The Equity Working Group will help ensure that equity remains a living, evolving part of SRTC's planning process by providing an equity lens on existing SRTC planning and outreach activities. The group will also provide a forum for representation at the MPO level from our area's historically overburdened or excluded communities – whose insight is crucial to our region's success.

Specifically, the Equity Working Group can provide important input related to the reach of SRTC's outreach and engagement strategies, the effectiveness of our methods for identifying transportation projects with positive equity impacts, and potential opportunities to grow or evolve what we do as an agency to better ensure that the benefits (and burdens) of our transportation system are being fairly distributed to all residents in SRTC's planning area.

Potential Activities

The following items from SRTC's work plan may benefit from input or participation of the Equity Working Group. Though the Equity Working Group may not take on all these items within the first two years, the items are listed as possibilities.

- SRTC's Public Participation Plan (PPP) was updated in December 2021. The Equity Working Group can provide an insightful review of the updated PPP and potentially recommend changes that will expand or improve community engagement. Comments on the **equity statement, methods of outreach and engagement** are especially welcomed. **(2024)**
- The Equity Working Group could also provide comments specific to the upcoming **MTP outreach process** to help ensure our MTP-related outreach is as equitable and effective as possible. **(2024)**
- Provide information on safety planning needs in equity areas, such as **Safe Streets and Roads for All (SS4A)** funds. **(2024)**
- Discuss and help define **meaningful engagement** as it relates to SRTC's review of transportation projects. This would improve SRTC's ability to identify and support projects with greater community support. **(2024-2025)**
- Review and provide input on **SRTC's project-level equity assessment and associated criteria**. **(2024-2025)**
- Discuss the **Social Equity Mapping Tool** and what could make it more useful and informative for users in advance of it's planned 2025 update. **(2024-2025)**
- Provide input related to **SRTC's Needs Assessment**. **(2025)**
- Discuss **SRTC's limited English proficiency (LEP) materials**, and what documents would be especially useful translated into Spanish, Russian, Vietnamese, and/or other languages. **(2025)**
- Provide input and recommendations on updates and potential changes to SRTC's **Safe & Complete Streets Policy**. **(2025-2026)**
- Refine group processes, outreach and recruitment of participants as needed. **(Continuous)**
- Identify additional opportunities for alignment with state and federal equity programs. **(Continuous)**

Proposed Timeline

The timeline described below is tentative and subject to change.

- Establish recommendations and charter group:
 - **March – July 2023**
- Outreach and recruitment of participants:
 - **September – December 2023 (To be repeated each year)**
- Onboarding and introductions:
 - **December 2023 – January 2024**
- First full meeting:
 - **January 2024**

Whether it takes place in late 2023 or January 2024, the first group meeting would be dedicated to onboarding and introductions. Onboarding will involve introducing the group members to what we do as an agency and what an MPO is (and isn't). Onboarding will also involve discussing potential work items to group members and demonstrating how they can have an impact on what we do as an agency.

Even with dedicated time to introduce people to SRTC work, the first several meetings will inevitably be a learning process as group participants become acquainted with SRTC as an organization. We look forward to introducing participants to our staff, planning activities, processes, and planning activities.

For Discussion

Working Group vs. Advisory Group

As its name indicates, SRTC is seeking to establish the Equity Working Group as a working group similar to the existing TIP working group. The working group can provide crucial input to SRTC staff on planning and outreach while retaining flexibility regarding meeting times, member availability and participation.

If the group is successful, and if recommended by SRTC staff, committees, and the Board of Directors, we have the opportunity to grow the working group into a formal advisory group. An advisory group would require Board action to establish the group and its bylaws as well as to approve new members. Advisory group meetings would require additional formality such as documented minutes, action items, and rules of order.

To: Board of Directors

04/06/2023

From: Ryan Stewart, Principal Transportation Planner

TOPIC: SFY 2024-2025 UNIFIED PLANNING WORK PROGRAM: PRELIMINARY DRAFT

Requested Action:

None. For information and discussion.

Key Points:

- The Unified Planning Work Program (UPWP) is the foundational document outlining the core functions, planning studies, technical support, and other ongoing planning activities conducted by SRTC.
- The state fiscal years (SFY) 2024-2025 UPWP covers a two-year period from July 1, 2023 to June 30, 2025.
- Staff are currently revising the draft SFY 2024-2025 UPWP which is available here: [2024-2025 UPWP](#)
- Highlighted planning efforts include:
 - Work to update the Regional and Metropolitan Transportation Plan (RTP/MTP) - Horizon 2045.
 - An update of the Congestion Management Process (CMP).
 - Undertake a resiliency evaluation of the regional transportation system.
 - Conduct a Smart Mobility Assessment to adequately prepare for emerging technology, mobility solutions and clean energy opportunities.
 - The development of a Regional Safety Action Plan.
 - Transportation Management Area (TMA) Certification Review.
 - Implement key recommendations of the Equity Planning Framework.
 - Data Application for Transportation Analysis (DATA) design plan implementation.
 - Review of the Comprehensive Plan and Countywide Planning Policies Certification Process.
- The document lists the revenues and expenditures necessary to complete the activities within the UPWP.
- The UPWP also includes references to major planning activities identified by Spokane Transit Authority and WSDOT Eastern Region in the document's appendices.

Board/Committee Discussions:

The SFY 2024-2025 UPWP development process was presented to the TTC and TAC at their January and March meetings. The SRTC Board received an overview in February.

Public Involvement:

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

Staff Contact: Ryan Stewart, SRTC | rstewart@srtc.org | 509.343.6370

To: Board of Directors

04/06/2023

From: Kylee Jones, Associate Transportation Planner III

TOPIC: CALENDAR YEAR (CY) 2022 TRANSPORTATION IMPROVEMENT PROGRAM OBLIGATION REPORT

Requested Action:

None. For information and discussion.

Key Points:

- The CY 2022 Transportation Improvement Program (TIP) Project Obligation report details projects which have obligated federal transportation funds in the Spokane region in 2022.
- The term “obligated” means that a project sponsor has been authorized by the Federal Highway Administration (FHWA) or the Federal Transit Administration (FTA) to start work on the project or project phase.
- The Obligation Report can be used as an evaluation tool for projects programmed in the preceding TIP. It also demonstrates continued coordination between agencies responsible for implementing projects programmed in the TIP (SRTC, WSDOT, STA).
- Approximately \$49M in federal funds were obligated throughout the Spokane region in 2022, due to receiving an extra \$4.26 in additional obligation authority for meeting our target in 2021.
- The following table presents a comparison of prior years’ obligations. The 2020 funding obligation was higher than typical due to a large FTA grant for high performance transit.

Calendar Year	Amount Obligated
2022	\$49M
2021	\$44M
2020	\$113M
2019	\$42M
2018	\$56M
2017	\$40M

- To see the full report click the following link: [CY 2022 TIP Project Obligation Report](#) or visit [srtc.org](#).

Board/Committee Discussions:

This is the first discussion of the 2022 TIP Obligation Report.

Public Involvement:

All meetings at which this topic will be discussed is open to the public. The report is posted on the SRTC website.

Staff Contact: Kylee Jones, SRTC | kjones@srtc.org | 509.343.6370

To: Board of Directors

04/06/2023

From: Kylee Jones, Associate Transportation Planner III

TOPIC: FFY 2023 TRANSPORTATION IMPROVEMENT PROGRAM (TIP) OBLIGATION TARGET

Requested Action:

None. For information and discussion.

Key Points:

- SRTC is required to meet federal funding obligation targets within the TIP. The Federal Fiscal Year (FFY) 2023 funding obligation target for all federal funding sources administered by SRTC is \$11.6M.
- Due to project close out and the return of unneeded funds, the net obligations are 14% of the SRTC obligation target, with \$10M remaining to meet the target. See the **Attachment** for details of expected project obligations.
- If the obligation target is reached by 07/01/23, SRTC will be in position to potentially receive additional federal funds if WSDOT also meets their statewide target. Conversely, if the target is not met by 09/30/23, the region risks losing the portion of underdelivered funds through sanctions by WSDOT.
- WSDOT's Local Agency Federal Obligation Authority (OA) Policy establishes the obligation targets for each Metropolitan Planning Organization (MPO), Regional Transportation Planning Organization (RTPO), and County lead agency.
- The policy only applies to four funding sources for which the SRTC Board is responsible in terms of project identification, prioritization, and selection: Surface Transportation Block Grant Program (STBG), Congestion Mitigation Air Quality (CMAQ), Transportation Alternatives Program (TAP), and Carbon Reduction Funding (CRP).
- In 2022, we successfully met and exceeded our target. If all expected project obligations are delivered, then SRTC will exceed our 2023 target by \$2M.
- The TIP Working Group meets monthly and works on options to meet the target.

Board/Committee Discussions:

This is the first discussion of this topic.

Public Involvement:

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

Staff Contact: Kylee Jones, SRTC | kjones@srtc.org | 509.343.6370

FFY 2023 Expected Project Obligations

Project Title	Agency	Phase	Amt Expected to Deliver/ Programmed	Amt Obligated	Delivery Status
Division St BRT Project Development	Spokane Transit	PE	1,000,000	1,000,000	Delivered
SR 2 Pedestrian and Multi-Modal Enhancements	Airway Heights	PE	876,991	876,991	Delivered
Broadway at I-90 Preservation	Spokane Valley	CN	865,000	717,950	Delivered
N. Colville Reconstruction	Deer Park	PE	264,647	264,647	Delivered
Greta to Whitworth Bike Route	Spokane Co.	CN	261,801	261,801	Delivered
Bigelow Gulch/Forker Connector - Project 2	Spokane Co.	CN	174,920	174,920	Delivered
Thor and Freya Couplet from Hartson to Sprague	Spokane	CN	482,716		April
Cascade Way Reconstruction-Wall to Normandie	Spokane Co.	PE	165,000		April
Barker @ UPRR Crossing	Spokane Valley	CN	981,328		April
Pines and Mission Intersection Improvements	Spokane Valley	CN	1,394,500		May
Lake St ADA Upgrades	Medical Lake	PE	48,000		June
Driscoll/Alberta/Cochran Sidewalk Infill	Spokane	CN	890,311		June
Fish Lake Trail Phase 1	Spokane	PE	404,051		June
Fish Lake Trail Phase 2	Spokane	PE	650,250		June
Haven St. Grind & Overlay	Spokane	CN	918,038		June
Maple/Ash Chip Seal	Spokane	CN	661,016		June
Millwood Trail - Children of the Sun Trail to Fancher	Spokane	PE	237,405		June
Sunset Hwy (US2) Bicycle /Shared Use Path	Spokane	PE	95,500		June
US 195 / Meadowlane - Intersection Improvements	Spokane	PE	157,599		June
57th Ave Freya St Roundabout	Spokane Co.	CN	576,000		June
Freya Street Preservation	Spokane Co.	CN	643,500		June
I90/Valley HPT Line Park & Ride Construction	Spokane Transit	CN	1,200,000		June
Riverside Avenue - Wall to Monroe	Spokane	PE	250,000		July
Harvard Road Reconstruction Phase 2	Spokane Co.	PE	220,000		July
Pacific Avenue Greenway	Spokane	PE	317,879		Sept
Sullivan/Trent Interchange Design	Spokane Valley	PE	1,367,500		*Does Not Count
Argonne I-90 Bridge (PE Only)	Spokane Valley	PE	1,297,500		*Does Not Count
Argonne Road, Empire to Liberty Congestion Relief	Millwood	CN	2,283,688		**FFY 2024
Subtotal of Obligations				3,296,309	
Project Closures/De-obligations (count against balance)				(1,697,766)	
Amt remaining to meet obligation target: \$11,639,353				10,040,810	

*Does Not Count - Project funded with HIP or HIP CRRSSA funding and does not count toward target

**FFY 2024 - Projects experiencing delays and may move to FFY 2024

To: Board of Directors

From: Lois Bollenback, Executive Director

TOPIC: EXECUTIVE DIRECTOR'S REPORT

04/06/2023

Requested Action:

None. For information only.

Key Points:

- **WSDOT-Eastern Region Regional Administrator**

Please take time to welcome Mr. Todd Trepanier as he joins us as the Regional Administrator for the WSDOT Eastern Region. Todd is a graduate of WSU and has been with the agency for 39 years. In addition to working in highway design and construction along his career, Todd spent time as the South Central Region Planning Engineer, the Assistant Regional Administrator for Planning & Program Management, the Assistant Region Administrator for Maintenance & Operations and Construction, and for the last six years serving as the South Central Region Administrator.

- **Electric Vehicle (EV) Charging Station Installation Update**

Avista, SRTC's partner in the EV grant program, has been actively coordinating installation of three EV charging locations that will support the City of Spokane electric vehicle fleet, in addition to a North Spokane shopping center EV station and Moran Prairie shopping center EV station. SRTC staff continues to coordinate reimbursements and subrecipient agreements with grant partners and beneficiaries. Site agreements have been signed and construction planned for EV chargers at the Martin Luther King Jr. Family Outreach Center and the Argonne, Spokane Valley, and Otis Orchards branches of the Spokane County Library.

- **Ongoing/Upcoming Events & Activities**

As spring blooms, so does the opportunity for community events. SRTC staff are currently scheduled to show support and connect with our citizens at the Spokane Bike Swap, Felts Field Neighbor Day, and Summer Parkways.

- **Transportation Funding**

- **SRTC Letter of Support:** SRTC provided an additional letter of support for a member agency seeking congressional directed spending opportunities. Letters are provided for requesting agencies for projects that are consistent with the Horizon 2045 Metropolitan Transportation Plan and included on the 2023 Unified List of Regional Transportation Priorities as adopted by the SRTC Board of Directors (**see Attachment 1**).
- **Bridge Funding Call for Projects:** The WSDOT Local Programs Office issued a 2023 Federal Local Bridge Program Call for Projects, **applications are due by 4/28/23**. Three local agencies have notified SRTC they will be submitting applications. The purpose of the Federal Local Bridge program is to improve the

condition of bridges through replacement, rehabilitation, and preventative maintenance. It also incentivizes agencies to use asset management strategies that provide cost-effective solutions to maximize the life expectancy of the structure. This bridge call will allocate approximately \$150 million with an increased emphasis and priority towards off-system bridges.

- **Safe Streets and Roads for All Grants:** USDOT announced that the fiscal year (FY) [2023 Notice of Funding Opportunity](#) (NOFO) for Safe Streets and Roads for All (SS4A) grants is live and open for applications. As a reminder, the purpose of SS4A grants is to improve roadway safety by significantly reducing or eliminating roadway fatalities and serious injuries through safety action plan development and refinement and implementation focused on all users, including pedestrians, bicyclists, public transportation users, motorists, personal conveyance and micro mobility users, and commercial vehicle operators. SRTC successfully received a planning or “action” grant in January 2023 and some local agencies may qualify for implementation grants. **Applications are due by 7/10/23.**
- **Wildlife Crossings Pilot Program Grants:** The [Notice of Funding Opportunity](#) (NOFO) for the Wildlife Crossings Pilot Program is now available for Fiscal Years 2022 and 2023 in the amount of \$111.85 million. The program helps carry out projects by certain Federal, Tribal, State, and local governments, including municipalities, counties, and others that reduce wildlife-vehicle collisions and improve habitat connectivity for terrestrial and aquatic species. **Applications are due by 8/1/23.**
- **Thriving Communities-Technical Assistance Grants:** This program is part of an ongoing effort by the Biden-Harris Administration to ensure that ensure state, local, Tribal, and territorial governments large and small have the tools needed to access federal funding for projects serving their communities. Beginning in spring 2023, the Thriving Communities Program will open grant opportunities for technical assistance, planning, and capacity building support to teams of community partners that may lack the staffing or technical expertise to scope, fund, and develop infrastructure projects that advance broader community goals.
- **TAC Letter to SRTC Board:** The SRTC Technical Advisory Committee (TAC) has provided a letter to the SRTC Board Chair (**see Attachment 2**) expressing support for Resolution 23-03, which opposes delays to the North Spokane Corridor as drafted in the Governor’s budget.

Staff Contact: Lois Bollenback, SRTC | lbollenback@srtc.org | 509.435.3823

March 17, 2023

Albert Tripp, City Manager
City of Airway Heights
13120 W 13th Ave
Airway Heights WA 99001

RE: Support for City of Airway Heights Garfield Road/US Highway-2 Roundabout

Dear Mr. Tripp,

The Spokane Regional Transportation Council (SRTC) serves as the Metropolitan Planning Organization for Spokane County, Washington. SRTC is pleased to express our support for the City of Airway Heights Fiscal Year (FY) 2024 congressionally directed spending request for construction of the **Garfield Road /US Highway-2 Roundabout**. This project is consistent with SRTC's Horizon 2045 Metropolitan Transportation Plan and it can be added to our Transportation Improvement Program (TIP) immediately if funding is made available.

This project will directly benefit a historically disadvantaged community by promoting safe and functional infrastructure for pedestrians, bicyclists, transit, and vehicles at this key highway intersection which is part of a larger design along a one-mile stretch of US-2. US-2 provides primary access to Airway Heights, Fairchild Air Force Base (FAFB) and the trust and fee properties of the Kalispel and Spokane Tribe of Indians, respectively. Roundabouts are a proven countermeasure that will deliver a regional benefit to support multiple stakeholder groups. The project will improve the following: community connectivity and access to resources by mitigating accessibility barriers; safety by reducing conflict points; congestion by improving operational performance; response times for FAFB; and options for safe, reliable and accessible alternative transportation.

Recognizing the potential value of this transportation project, SRTC participated in the study to identify alternatives that best serve the long-range needs of the community. The SRTC Board also acknowledged the importance of this project by allocating \$877,000 to support improvements on a segment adjacent to this project and has prioritized US-2 corridor improvements as part of the 2023 Unified List of Regional Transportation Priorities. The Garfield Rd/US Highway-2 Roundabout has considerable merit in the Spokane region, and we urge your support for this request.

Sincerely,



Lois Bollenback, Executive Director
Spokane Regional Transportation Council

SRTC MEMBER AGENCIES

City of Airway Heights | City of Cheney | City of Deer Park | City of Medical Lake | City of Millwood | City of Spokane | City of Spokane Valley
Kalispel Tribe of Indians | Spokane County | Spokane Transit Authority | Spokane Tribe of Indians | Town of Fairfield | Town of Latah
n of Rockford | Town of Spangle | Town of Waverly | Washington State Dept of Transportation | Washington State Transportation Commission

TO: Council Member Betsy Wilkerson, SRTC Board Chair

3/13/23

FROM: The Transportation Advisory Committee of Spokane Regional Transportation Council**TOPIC: SRTC TAC OPPOSES DELAYS TO THE NORTH SPOKANE CORRIDOR**

Dear Chairwoman Wilkerson,

The Transportation Advisory Committee (TAC), a volunteer citizen advisory committee to the Spokane Regional Transportation Council (SRTC), expresses its unanimous and urgent amplification of the previously submitted SRTC Resolution R-23-03 (January 18, 2023) Opposing Delays to the North Spokane Corridor (NSC). The purpose of the TAC includes representing users of the transportation system and community/industry areas providing context to regional transportation planning based on SRTC's mission, vision, values, and guiding principles.

The region and its citizens have worked with State leadership for decades supporting priority funding for this regionally significant project. The realization of the NSC will improve safety, equitable multimodal mobility and improved domestic and international commercial vitality for this region. The region has waited long enough. With more than 50% of the project now complete, delivery risks associated with workforce and supply chain are arguably lower than alternative projects at earlier stages of development. The Washington State Department of Transportation (WSDOT), along with private sector contractors, have already demonstrated mastery in managing workforce issues, supply chain challenges and budget constraints to ensure the timely delivery of this major infrastructure project. Delays introduced for other reasons serve to undermine those efforts and drive project costs up overall.

Moreover, other related system improvement initiatives depend on the timely completion of the NSC. Land-use and affordable housing strategies associated with the re-imagining of the nearby Division Street corridor as well as the Section 5309 Small Starts Grant funding for Bus Rapid Transit (BRT) are tied to the completion schedule of the NSC. This could be jeopardized as well as continued denial of safety, pedestrian and equitable mobility benefits to neighborhoods and communities along this parallel corridor. At the NSC connection point with I-90, completion of essential walking/biking infrastructure is held back with further delay of the project. This is particularly important with the recent loss of connectivity in the East Central neighborhood resulting from the emergency removal of the Magnolia Street pedestrian bridge over I-90 in February this year.

As citizen advisors to the SRTC Board, the TAC understands the multiple challenges facing Washington's transportation leaders including transitioning to clean energy sources, addressing transportation safety, reducing the demand for single occupancy vehicle travel, reducing congestion, and replacing the forecasted loss in revenue due to declining fuel tax proceeds. We support and are sympathetic to the tough choices that must be made. In this case, we assert that regional program funding stability and predictability will strategically unlock compounding benefits at the least feasible cost for hundreds of thousands of stakeholders consistent with the challenges faced by transportation leaders statewide.

We appreciate your leadership, and that of our State transportation leaders. We encourage keeping the NSC on schedule as the most effective means of serving the needs of Washington residents. If you see fit, please consider forwarding our remarks to legislative representatives.

Respectfully,
Kim Zentz, TAC Chair

ACTION ITEMS

Consent Agenda – The consent agenda contained February TTC meeting minutes and the 2023-2026 Transportation Improvement Program April amendment. A motion to approve consent agenda, which included a recommendation for Board approval of the April TIP amendment, passed unanimously.

Transportation Performance Management: PM2 Infrastructure – Staff spoke about requirements for MPO to set performance targets for infrastructure for bridges in the planning area on National Highway System (NHS) and pavement on the Interstate System and non-interstate NHS. Data about current conditions and state targets were shared. The two options for target setting are to agree to plan and program in support of WSDOT PM2 targets or to set a region-specific quantifiable target. A motion to recommend that the SRTC Board agree to plan and program projects that contribute to the accomplishment of WSDOT PM2 targets passed unanimously.

INFORMATION & DISCUSSION ITEMS

Transportation Performance Management: PM3 System Performance – Staff reviewed the federal funding programs applicable to PM3 measures. Staff defined level of travel time reliability, measures that fall under the congestion mitigation and air quality program, truck travel time reliability index and compared targets for our area compared to state targets. There was discussion about the incongruity of supporting WSDOT statewide targets, which fall below the existing metrics for Spokane County. Members also discussed that CMAQ funding will no longer be available after 2025.

Safe Streets and Roads for All Grant Update – Staff announced that SRTC was awarded \$400K; funds will be used to collaborate with member agencies to develop a Regional Safety Action Plan (expected completion date of May 2024). Next steps were outlined and a request for volunteers to assist with the RFP process for a consultant. Several members said they were willing to participate.

Equity Working Group – Staff summarized development of the Equity Planning Framework and noted that one of the recommendations was to establish an equity work group or equity advisory group. The group reviewed the similarities and differences between the two types. Some members expressed support for the advisory committee option and others felt the working group option was preferable. The Board, TTC and TAC will continue discussion of this topic in the upcoming months.

Bicycle Level of Traffic Stress Update – Staff provided an update on this project, designed to analyze the Regional Bicycle Priority Network facilities and assign a grade to them based on factors that create a level of stress users may experience on those routes. The goal is to make sure the network is accessible for all abilities and comfort levels. The group reviewed examples of traffic stress factors include: vehicle through-lanes and speed, on-facility parking, traffic volume, lane width, etc. He stated that the data collection is nearly complete and technical analysis of the data should be complete by June; the Board and committees will be kept informed of the project's progress.

SFY 2024-2025 Unified Planning Work Program (UPWP) Development Update – Staff outlined the purpose, functions, and key sections of the UPWP. The upcoming 2-year work plan will contain an update of the Congestion Management Process, updates to the Comprehensive Plan & Countywide Planning Policies Certification Process, development of the Regional Safety Action Plan, and more. Next steps include a meeting with WSDOT, FHWA and FTA next month, a public comment period and review of the draft document by both advisory committees and the Board.

ACTION ITEMS

2023-2026 Transportation Improvement Program April Amendment – Staff provided information about the six projects in the proposed TIP amendment. A motion to recommend Board approval of the April TIP amendment passed unanimously.

Transportation Performance Management: PM2 Infrastructure – Staff summarized requirements and measures for performance targets in the planning area regarding bridge conditions and pavement condition both on and off the National Highway System (NHS). A motion to recommend that the Board agree to plan and program projects that contribute to the accomplishment of WSDOT PM2 targets passed unanimously.

INFORMATION & DISCUSSION ITEMS

Transportation Performance Management: PM System Performance – Staff reviewed the six statewide performance measures set by MPOs every four years. The group discussed how completion of the NSC will affect many of these measures and discussed what is meant by “reliability”.

Safe Streets and Roads for All (SS4A) Grant Update – SRTC was one of 17 agencies statewide selected to receive a SS4A grant, which will be used to by SRTC and member agency staff to develop a Regional Safety Action Plan for the Spokane region. Staff presented the project schedule, outlined upcoming next steps, and noted that the TAC will have a role in plan development. The Regional Safety Action plan is tentatively scheduled to be completed by spring 2024.

Equity Working Group – Staff provided a background of the Equity Planning Framework, which was developed the last year. One of the highest priority near-term recommendations contained within the Framework was the establishment of an Equity Working Group. This group could be formed as either a working group (more informal and greater flexibility for membership, meeting dates, etc.) or an advisory group (more formal – must be established by Board approval, have bylaws, etc.) The group discussed the pros and cons of the two alternatives.

Bicycle Level of Traffic Stress Update – Staff reported on work underway to analyze data about Regional Bicycle Priority Network facilities and then assign a grade based on the factors that determine the level of stress due to vehicular traffic that a bicycle user may experience on those routes. Data collection is almost finalized, and analysis will begin shortly. This project is expected to wrap up in June and the committee will be provided regular updates.

SFY 2024-2025 Unified Planning Work Program (UPWP) Development Update – Staff described the UPWP’s purpose, functions, and eight primary tasks of SRTC’s transportation planning work. Some key highlights of the 2024-2025 work plan include an update of the Congestion Management Process, development of the Regional Safety Action Plan, an update of the long-range metropolitan transportation plan, implementation of key recommendations from the Equity Planning Framework, and more. Upcoming steps in the development schedule include a meeting with WSDOT, FHWA and FTA next month, a public comment period and review of the draft document by both advisory committees and the Board.

2023 Draft Board Agenda Items

FOR ACTION

FOR INFORMATION & DISCUSSION

MAY

- Transportation Performance Management: PM3 System Performance
- 2024 Unified List: Process and Timeline
- Consent Agenda: Minutes, Vouchers, TIP Amendment

- TIP Obligation Target Update
- Draft SFY 2024-2025 Unified Planning Work Program
- Congestion Management Process Network and Criteria

JUN

- SFY 2024-2025 Unified Planning Work Program Draft
- Congestion Management Process Network and Criteria
- Consent Agenda: Minutes, Vouchers, TIP Amendment

- Preservation Call for Projects: Preliminary Results
- Bike Level of Traffic Stress
- 2024 Legislative Priorities

JUL

- Preservation Call for Projects: Approve Awards
- Bike Level of Traffic Stress
- Consent Agenda: Minutes, Vouchers, TIP Amendment, 2023 Q2 Budget Update

- CY 2024 Membership Contributions
- 2024 Unified List Draft
- 2024 Legislative Priorities

AUG

SEP

- 2024 Legislative Priorities
- 2024 Unified List
- Consent Agenda: Minutes, Vouchers, TIP Amendment

- Draft 2024-2026 Transportation Improvement Program
- TIP Obligation Target Update
- CY 2024 Budget & Indirect Cost Plan