

## Spokane Regional Transportation Council – Board of Directors

May 11, 2023 | Meeting Minutes

Hybrid Meeting at SRTC, 421 W Riverside Ave Suite 504, Spokane, WA and virtually on 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 1:01pm and attendance was taken. In attendance were:

#### **Board Members:**

Council Member Betsy Wilkerson, *City of Spokane, Chair*  
Council Member Jennifer Morton, *City of Airway Heights*  
Council Member Paul Schmidt, *City of Cheney*  
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 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*  
Susan Meyer, *Spokane Transit Authority*  
Kim Zentz, *Transportation Advisory Committee Chair*  
Charlene Kay, *Transportation Technical Committee Chair*  
Kelly Fukai, *WA State Transportation Commission*

#### **Board Alternates:**

Francis SiJohn, *Spokane Tribe of Indians*  
Larry Larson, *WSDOT-Eastern Region*

#### **Guests:**

Charles Hansen, *Transportation Advisory Committee*  
Paul Kropp  
Terrence Lynch, *WSDOT-Eastern Region*  
Brian Jennings, *Spokane Transit Authority*  
Adam Jackson, *City of Spokane Valley*  
Riannon Zender  
LeAnn Yamamoto, *CommuteSmartNW*  
Mark Carlos, *City of Spokane*  
Brandi Colyar, *Spokane County*

#### **Staff:**

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

Chair Wilkerson announced that the following members had requested an excused absence from the meeting: Matt Ewers, Council Member Micki Harnois, Commissioner Al French, and Commissioner Mary Kuney.

***Council Member Schmidt made a motion to excuse the absences. Mr. Larson seconded. Motion passed unanimously.***

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

## ACTION ITEMS

### # 3 Consent Agenda

- a) April 2023 Board Meeting Minutes
- b) April 2023 Vouchers
- c) 2023-2026 Transportation Improvement Program May Amendment (Resolution R-23-11)

***Council Member Schmidt made a motion to approve the Consent Agenda as presented. Council Member Cragun seconded. Motion passed unanimously.***

#### **# 4 Approve 2023 Administrative Committee**

Ms. Bollenback summarized the development of the Administrative Committee in 2022 and described its purpose and function. In 2023, the committee is slated to review a proposed 2023 Budget amendment, review the draft 2024 budget, conduct an Executive Director performance appraisal, review Employee Handbook updates, and other agency administrative items. She emphasized that this group does not make decisions on behalf of the Board but develops recommendations for consideration by the Board.

According to Resolution R-22-19 passed in October 2022, the membership of the committee shall consist of seven Board members: Chair, Vice-Chair, Immediate Past Chair, a Tier-One or Tier-Two City/Town Representative, two Board members currently serving as representatives of STA, WSDOT or Spokane Intl. Airport, and 1 at-large member or two At-Large members if two Board members serving as CEOs are not available.

The following SRTC Board members are proposed to serve on the 2023 Administrative Committee:

- Chair – Betsy Wilkerson, Council Member, City of Spokane
- Vice-Chair - Al French, Commissioner, Spokane County
- Immediate Past Chair - Paul Schmidt, Council Member, City of Cheney
- Tier 1 or 2 City/Town Representative - Cris Kaminskas, Mayor, City of Liberty Lake
- Spokane Transit Authority – E. Susan Meyer
- WSDOT – Todd Trepanier, Regional Administrator
- At Large – Rod Higgins, Council Member, City of Spokane Valley

***Council Member Cragun made a motion to approve Resolution R-23-12 appointing Board members to the 2023 Administrative Committee. Mayor Haley seconded. Motion passed unanimously.***

#### **# 5 Transportation Performance Management: PM3 System Performance**

Mr. Ulrich summarized the federal funding programs that are linked to PM3 targets and said MPOs must set system performance measures every four years. The system performance measures categories are:

1. Percent of person-miles traveled on the Interstate that are reliable
2. Percent of person-miles traveled on the non-Interstate National Highway System that are reliable
3. Truck Travel Time Reliability Index
4. Annual Hours of Peak Hour Excessive Delay Per Capita
5. Percent of Non-Single Occupancy Vehicle Travel
6. Total Emissions Reduction

He defined each measure and reviewed WSDOT's statewide 4-year targets. As with PM1 and PM2 measures, SRTC has the choice to either support the state targets or set quantifiable targets of its own. He provided clarification about statewide air quality targets and the cessation of CMAQ funding once the region becomes an air quality attainment area, although new programs, such as Carbon Reduction Program funding, have become available.

***Council Member Higgins made a motion to approve Resolution R-23-13 agreeing to plan and program projects that contribute to the accomplishment of WSDOT PM3 targets as shown in the Attachment. Council Member Schmidt seconded. Motion passed unanimously.***

**# 6 2024 Unified List of Regional Transportation Priorities: Reaffirm Project Criteria and Discuss WSDOT-Eastern Region/SRTC Safety Pilot Project**

Mr. Ulrich outlined the purpose of the Unified List and shared feedback from state and federal legislators about the 2023 list. Based on that feedback, the 2024 list development will be ready earlier in the year and there will be one product developed for State Legislative use and another for Federal Legislative use.

He outlined SRTC Board and Committees input on the 2023 list development process. He provided an overview of project evaluation criteria and noted the same as last year, with several adjustments to address Committee and Board input about economic vitality and safety criteria.

Mr. Ulrich reported on a new pilot project with WSDOT and statewide MPO/RTPOs to identify priority safety projects. SRTC and WSDOT-Eastern Region have started work on this and are on schedule to deliver a list of 3 - 5 safety projects that may be considered in addition to the 2024 Unified List.

There was discussion about the timing challenges to member agencies to have projects ready for inclusion on the Unified List and about project scoring. Mr. Ulrich noted that project scoring will be brought before the Board for review.

***Mayor Freeman made a motion to approve Resolution R-23-14 outlining the 2024 Unified List of Regional Transportation Priorities criteria as shown in the Attachment. Council Member Schmidt seconded. Motion passed unanimously.***

**INFORMATION & DISCUSSION ITEMS**

**# 7 North Spokane Corridor/I-90 Connection Alternatives**

Mr. Terrence Lynch spoke about the project segments under construction currently and which will conclude in 2023. He emphasized that WSDOT desires meaningful community engagement regarding the connection design for the NSC-I-90 connection. He presented detailed information and maps for the two alternatives under consideration.

The group discussed and comments included:

- The difference in capacity for the two alternatives
- Planned on-ramps in the Trent Avenue area
- Recent State Legislative action which gave WSDOT permission to develop surplus land
- Over 600 homes were demolished as part of this project, so any plans for the surplus land should address that situation
- Input from area residents who will be impacted by the design/construction of the NSC-I-90 connection should be weighted more significantly than input from residents in other locations

**# 8 State Fiscal Years (SFY) 2024-2025 Unified Planning Work Program (UPWP)**

Mr. Stewart spoke about the UPWP's purpose, requirements, and its eight task divisions. Highlights of the upcoming work program include an update to the long-range transportation plan, economic analysis of transportation projects, the regional transportation electrification project, implementation of the DATA Project, development of a regional safety action plan as part of the Safe Streets & Roads for All grant, an update to the Comprehensive Plan and Countywide Planning Policies Certification Process, and more.

Mr. Stewart presented information about the anticipated revenues for SFY 2045-2025. He shared details about the review meeting on 4/18 with staff from FHWA, FTA, STA and WSDOT and their positive feedback about the draft UPWP. The Board will be asked to approve the UPWP next month. There were no questions or discussion from the Board.

**# 9 Federal Funding for Call for Projects Update**

Ms. Bollenback spoke about discussions last year with the Joint Transportation Committee regarding the federal formula funds splits at the state level. The discussions recognized that Move Ahead Washington package was already approved; so, for the first two years of the five-year federal bill the split was leaning more to the state in order to maintain their spending commitments.

Separately, there has been a federal decision that impacts the funds MPOs are scheduled to receive. In the first year of the federal bill, the discretionary funds did not get obligated and while the funds rolled over into 2023, the authority to spend it does not migrate with it. All states have been affected by the reduction in the formula funding that they are allowed to spend in obligating authority.

Between the state and federal decisions, there has been an overlapping of financial pressure affecting all MPOs in Washington this year, but it is anticipated to return to previous assumptions in following years. SRTC did not build its current program and direction with this funding situation in mind, so it will have to be reevaluated based on the expected flow of funds. This is creating a disruption and uncertainty to statewide calls for projects and details are continuing to unfold.

Ms. McMenemy presented information about SRTC’s allocations from WSDOT going back to 2018 for the following funding sources: Congestion Mitigation Air Quality (CMAQ), Surface Transportation Block Grant (SRTB) Transportation Alternatives (TA), and Carbon Reduction Program (CRP). She described how the funding situation may impact the current Preservation Call for Projects and there could possibly be more obligation authority available in the fall.

SRTC continues to coordinate with state and federal partners about the situation and the total amount set aside by the Board in 2021 for the 2023 current Preservation Call for Projects may not available until January 2024. Staff are working with the Transportation Technical Committee and Transportation Advisory Committee to develop strategies to deal with the shortfall in the meantime. The Board will be kept informed of this topic throughout the year.

**# 10 Board Member Comments** - There were no comments.

**# 11 Adjournment** - There being no further business, the meeting adjourned at 2:25 pm.

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Julie Meyers-Lehman, Clerk of the Board