



## Board of Directors Meeting

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Thursday, July 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=SFRkSlRQSHE3UjFpQ3ZFeHJvbWMxdz09>

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=SFRkSlRQSHE3UjFpQ3ZFeHJvbWMxdz09>

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### 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](mailto: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 accommodation can be requested by contacting the SRTC office by telephone at 509-343-6370 or by email at [contact.srtc@srtc.org](mailto:contact.srtc@srtc.org) at least 48 hours in advance.

Time	Item #		Page #
1:00	1	Call to Order / Record of Attendance / Excused Absences	
1:02	2	Public Comments	
<b><u>FOR ACTION</u></b>			
1:05	3	<b>Consent Agenda</b>	
	a)	June Board of Directors Meeting Minutes	3
	b)	June 2022 Vouchers	7
	c)	2023-2026 Transportation Improvement Program July Amendment	8
	d)	CY 2023 Quarterly Budget Update (2nd Quarter: Apr-May-Jun)	12
	e)	CY 2023 Budget Amendment	15
	f)	CY 2024 Member Financial Contributions	18
	g)	SFY 2024-2025 Unified Planning Work Program Budget Adjustment	21
	h)	Transportation Improvement Program Database Contract with EcoInteractive	29
	i)	Safe Streets and Roads for All Grant Agreement with U.S. Dept. of Transportation	34
1:10	4	<b>Preservation Call for Projects: Approve Awards</b> ( <i>Kylee Jones</i> )	36
1:20	5	<b>Congestion Management Process: Regional Objectives and CMP Network</b> ( <i>David Fletcher</i> )	40
<b><u>FOR INFORMATION AND DISCUSSION</u></b>			
1:30	6	<b>City of Spokane Valley: Transportation Priorities</b> ( <i>Adam Jackson, City of Spokane Valley</i> )	n/a
1:40	7	<b>2024 Unified List of Regional Transportation Priorities: Legislative Priority Statements</b> ( <i>Eve McMenamy</i> )	43
1:50	8	<b>Draft 2024 Unified List of Regional Transportation Priorities</b> ( <i>David Fletcher</i> )	46
2:05	9	<b>SRTC/WSDOT-Eastern Region Safety Collaboration Pilot Project Update</b> ( <i>Mike Ulrich</i> )	51
2:15	10	<b>Bicycle Level of Traffic Stress Update</b> ( <i>Jason Lien</i> )	53
2:25	11	<b>Working Group Update</b> ( <i>Michael Redlinger</i> )	54
2:32	12	<b>Board Member Comments</b>	
2:35	13	<b>Adjournment</b>	
<b><u>FOR INFORMATION: No Action or Discussion</u></b> (Written reports only)			
	14	<b>Executive Director's Report</b> ( <i>Lois Bollenback</i> )	61
		• Ongoing/Upcoming Events and Activities	
		• Transportation Funding: Awards and Opportunities	
		• Communications and Public Relations Coordinator	
		• FHWA Urban Area Boundary Adjustments	
	15	<b>Transportation Technical Committee &amp; Transportation Advisory Committee Meeting Summaries</b>	62
	16	<b>Future Board Agendas</b>	64

**Spokane Regional Transportation Council – Board of Directors**

June 8, 2023 | Meeting Minutes

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

**# 1 Call to Order/Excused Absences**

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

**IN ATTENDANCE****Board Members:**

Council Member Betsy Wilkerson, *City of Spokane* (Chair)  
 Commissioner Al French, *Spokane County* (Vice Chair)  
 Council Member Paul Schmidt, *City of Cheney* (Chair)  
 Mayor Cris Kaminskas, *City of Liberty 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*  
 Daniel Clark, *Kalispel Tribe of Indians*  
 Council Member Micki Harnois, *Small Towns Representative*  
 Todd Trepanier, *WSDOT-Eastern Region*  
 Charlene Kay, *Transportation Technical Committee Chair*  
 Kim Zentz, *Transportation Advisory Committee Chair*

**Board Alternates:**

Commissioner Josh Kerns, *Spokane County*  
 Karl Otterstrom, *Spokane Transit Authority*  
 Francis SiJohn, *Spokane Tribe of Indians*

**Guests:**

Jeremy Jewkes, *WSDOT-Eastern Region*  
 Brandi Colyar, *Spokane County*  
 Carter Timmerman  
 Paul Kropp  
 Tom Sahlberg  
 Kevin Picanco, *City of Spokane*  
 LeAnn Yamamoto, *CommuteSmartNW*  
 Adam Jackson, *City of Spokane Valley*

**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*  
 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 Wilkerson stated that the following members requested an excused absence from the meeting:

- Council Member Jennifer Morton, *City of Airway Heights*
- Mayor Terri Cooper, *City of Medical Lake*
- Doug Yost, *Major Employer Representative*
- Matt Ewers, *Rail/Freight Representative*
- Kelly Fukai, *Washington State Transportation Commission*

**Council Member Schmidt made a motion to approve the excused absences. Council Member Higgins seconded. Motion passed unanimously.**

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

- a) May 2023 Board Meeting Minutes
- b) May 2023 Vouchers
- c) 2023-2026 Transportation Improvement Program June Amendment

***Commissioner French made a motion to approve the Consent Agenda as presented. Mayor Kaminskas seconded. Motion passed unanimously.***

#### **# 4 MPO/RTPO Agreement and SFY 2024-2025 Unified Planning Work Program**

Mr. Stewart recapped the Unified Planning Work Program (UPWP) development process and reviewed highlights of the 2-year work program, including an update to the Metropolitan Transportation Plan, development of the 2024 Unified List of Regional Transportation Priorities, Smart Mobility planning initiatives, implementation of the Equity Planning Framework, and others. He spoke about planned federal, state, and local revenues for the program, which are estimated to be \$7.4M.

***Council Member Cragun made a motion to approve Resolution #23-16 authorizing the Executive Director to execute the Metropolitan/Regional Transportation Planning Organization Agreement and adopting the State Fiscal Years 2024-2025 Unified Planning Work Program. Council Member Higgins seconded. Motion passed unanimously.***

#### **# 5 SRTC/WSDOT-Eastern Region Safety Pilot Program**

Mr. Ulrich summarized the development and objectives of the safety collaboration pilot program and reviewed the proposed 6 step approach to identifying regional safety needs as follows:

1. Map serious and fatal injury crash locations (2018-2022)
2. Snap crash data to the road network with key attributes (crash type, time of day, road conditions, etc.)
3. Assign volumes to the arterial road network
4. Calculate severity index and identify high injury network
5. Analyze vulnerability of road users and potential disadvantage (income level, proximity to transit, etc.)
6. Analyze causal factors (speeding, impairment, distracted driving) on a regional scale

Mr. Ulrich outlined the next steps in the process including additional meetings with the pilot program team and coming back to the Board in September with a list of recommended projects. Members discussed:

- Data sources for this program (American Community Survey, 2020 Census, Spokane Transit, and others)
- Incorporating demographic characteristics into the process
- Definition of “vulnerable users”
- Parallel development safety considerations under the Safe Streets and Roads for All grant

***Council Member Higgins made a motion to approve the approach for screening safety projects for the SRTC/WSDOT-Eastern Region Safety Collaboration Pilot Project. Commissioner French seconded. Motion passed unanimously.***

### **INFORMATION & DISCUSSION ITEMS**

#### **# 6 Preservation Call for Projects: Preliminary Results and Strategies to Address Reduction in Obligation Authority**

Ms. Jones reported that in 2022 the Board set aside \$9.2M of Surface Transportation Block Grant (STBG) funds from the 2023-2026 STBG federal funding allocations to hold a maintenance/preservation call for projects for obligation in 2024 to 2026. She reviewed the suballocation splits (urban, urban small, rural/small towns, and flexible categories), reported on number of applications received, and the scoring process.

She presented the proposed project list, draft award amounts, project rankings, and presented data on current and past annual state/federal allocations. Recent decisions made at the state and federal levels have resulted in a reduction in SRTC's obligation authority this year; the amount of funding available to obligate is \$1.3M. Informal projections indicate increased funding and obligation authority is likely in future years. Staff and the TIP Working Group developed a proposed strategy to address the gap in funding:

1. Utilize \$7.9M from the 2027 STBG allocation to fill the funding gap on an interim basis. If annual allocations to SRTC return to normal levels, the 2027 STBG allocation will be returned for project programming.
2. The Board will be asked to approve a list of projects to receive approximately \$9.2M of awards through the current process.

Alternatively, the Board could choose to award only the \$1.3M of funding currently available. Members discussed and comments included:

- Information regarding future allocation projections is provided by WSDOT
- STBG money is allocated to MPOs by the state, but the MPO decides how to award funding
- The Urban Small allocation will continue to be available if the projects are programmed before 2027

The Board will be asked to award funding at their July meeting.

#### **# 7 Unified List of Regional Transportation Priorities: Legislative Priority Statements**

Ms. McMenamy shared a background of the Unified List priority development process, its 3-steps (setting Legislative Priority Statements, mapping the regional priority projects, and developing project information sheets) and noted the primary purpose is to communicate regional needs more effectively and strategically with state and federal legislators.

She reviewed the seven 2023 Legislative Statements and asked the group to consider additions, removals, or other thoughts. Members discussed and comments included:

- Several key regional priority projects, such as the NSC, are not on the list. In 2022 the Board decided to include only projects seeking funding onto SRTC's Unified List; projects already funded were not included intentionally.
- The purpose of the Unified List process is to demonstrate region-wide support for projects throughout the entire planning area.
- Criteria for projects on the 2024 Unified List was approved by the Board in May.
- There was a suggestion to add a legislative statement expressing support for the enhancement and protection of transportation access to Fairchild Airforce Base.

This topic will be discussed by the Board again in July.

#### **# 8 Congestion Management Process: Regional Objectives and CMP Network**

Mr. Fletcher provided an overview and outlined the requirements of the Congestion Management Process (CMP). He spoke about the 8-step update process, multi-jurisdictional working group formed to inform the update and provide technical expertise. He also provided an overview of the draft updated regional objectives for congestion management and CMP network.

He said the CMP network defines the geographic area where data for the CMP is collected and analyzed and is currently broken up in to two categories, Tier 1 and Tier 2 corridors. The four factors used to define the draft CMP network are:

1. Congestion Data: Level of Travel Time Reliability
2. Travel Demand: Average Annual Daily Traffic
3. Regional Connectivity: Activity Centers, Future Growth, Overall Network Connectivity
4. Best Practices from other MPOs

At the July meeting, the Board will be asked to approve the draft regional objectives for congestion management and the CMP network.

Members discussed and comments included:

- The reasons for congestion vary by area and can be significantly different from location to location. For example, the congested areas of Bigelow Gulch Rd, the south Regal corridor and 32<sup>nd</sup> Ave between Sullivan and Dishman Mica have very different factors causing the congestion.
- Jurisdictions sometimes purposefully allow congestion to encourage people to walk, bike, and use transit instead of driving.
- There can be different motivations to create or allow congestion to occur, therefore mitigation must be individualized for a particular area.

## **# 9 WSDOT Highway System Plan**

Mr. Jeremy Jewkes, WSDOT-Eastern Region provided an overview of the Highway System Plan update, the process steps completed, the scenarios considered, and public input received from a statewide survey.

The recommendation emerging from analyzing the scenarios and applying public input is to allocate \$17.3B for highway repair, \$5.4B for environment/safety/operations/active transportation/TDM and \$1.4B for strategic capacity expansion.

Members discussed differences in survey responses from eastern/western sides of the state and the types of question contained in the survey. There was a request for the Board to receive disaggregated survey data from the eastern Washington respondents.

## **# 10 Board Member Comments**

Mr. Trepanier shared details about the North Spokane Corridor River Crossing groundbreaking event on June 13. Mayor Kaminskas spoke about construction of the new Kramer Parkway I-90 overpass in Liberty Lake opening in August.

## **# 14 Adjournment**

There being no further business, the meeting adjourned at 2:34 pm.

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Julie Meyers-Lehman, Clerk of the Board

**VOUCHERS PAID FOR THE MONTH OF JUNE 2023**

<u>Date</u>	<u>Voucher</u>	<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
6/2/23	V122120	Washington Trust Bank	Software/Virtual mtg Subsc's; Office splys/equip; Staff reg's virtual mtgs/webinars	1,532.67
	V122121	Visionary Communications, Inc.	Fiber Services, June 2023	1,012.54
6/14/23	V122122	Intermax Networks	VOIP telecom June 2023	253.15
	V122123	Rehn & Associates	Staff Payroll Deduction Health Ins Contributions: Pay Period 2023-11	435.00
	V122124	WA State Dept of Retirement	Employee and Employer Contributions: May 2023	15,844.61
	V122125	Pacific Office Automation	Copier Lease/Usage April 2023	171.93
	V122126	Spokesman Review	Public Notice TIP amendment	84.43
	V122127	Rehn & Associates	Admin fee May '23	75.00
	V122128	The Fig Tree	Advertising '23-24 in Directory of Community Resources	120.00
	V122129	Standard Printworks	Outreach poster printing	33.00
	V122130	Rehn & Associates	Staff Payroll Deduction Health Ins Contributions: Pay Period 2023-12	435.00
6/28/23	V122131	WA State Auditor's Office	CY-22 Federal & Financial Audit (Billing #2)	5,892.60
	V122132	Greater Spok Valley Chamber Comr	Renewal of annual membership dues	499.00
	V122133	EMLVO P.C.	May legal svcs: Board mtg; ETS sub-recipient work; meet w/ staff	1128.2
	V122134	Intrinium	Managed IT Services - Mnthly June; O365 software	2,518.58
	V122135	Diamond Plaza LLC	Paulsen Center Suite 500/504 Lease for July 2023	7,023.76
	V122136	Rehn & Associates	Staff Payroll Deduction Health Ins Contributions: Pay Period 2023-13	435.00
	V122137	AWC Employee Benefit Trust	July '23 Benefit Insurance Premiums	10,102.78
		Reimbursement(s)	City Spokane Valley reimburse PTV software; PERS reimburse	(4,330.70)
		Salaries/Benefits	Pay Periods Ending: 5/27/23, 6/10/23 & 6/24/23	125,205.37
5/31/23		Spokane County Treasury	Monthly SCIP fee - May 2023	26.36
<b>TOTAL June 2023</b>				<b>168,498.28</b>

**Recap for June 2023:**

Vouchers: V122120 - V122137	43,266.55
Salaries/Benefits Pay Periods Ending: 5/27/23, 6/10/23 & 6/24/23	125,205.37
Spokane County Treasury Monthly SCIP fee - May 2023	26.36
	<b>168,498.28</b>

As of 7/13/23, the Spokane Regional Transportation Council Board of Directors approves the payment of the June 2023 vouchers included in the list in the amount of: **\$168,498.28**

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

To: Board of Directors 07/06/2023  
From: Kylee Jones, Associate Transportation Planner III  
TOPIC: CY 2023-2026 TRANSPORTATION IMPROVEMENT PROGRAM (TIP) JULY AMENDMENT

**Requested Action:**

Approve Resolution R-23-17 for the CY 2023-2026 Transportation Improvement Program July amendment.

**Key Points:**

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

AGENCY	PROJECTS
City of Spokane	Riverside Ave – Monroe to Wall (Scope Change)
Spokane County	Commute Trip Reduction - 2023

**Board/Committee Discussions:**

On 06/28/2023 both the Transportation Technical Committee and Transportation Advisory Committee unanimously recommended Board approval of the July TIP amendment.

**Public Involvement:**

The proposed amendment was published for a public review and comment period from 06/14/23 through 06/23/23. On 06/14/23 notice of the amendment was published in the Spokesman Review, posted to the SRTC website ([www.srtc.org](http://www.srtc.org)), and posted to social media platforms. SRTC received no public comments.

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



RESOLUTION  
of the BOARD OF DIRECTORS of the  
SPOKANE REGIONAL TRANSPORTATION COUNCIL  
R-23-17

**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 10/13/2022.

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 Attachment R-23-17 for the **CY 2023-2026 Transportation Improvement Program July Amendment.**

ADOPTED: July 13, 2023

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

ATTEST

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Julie Meyers-Lehman, SRTC  
Clerk of the Board

## 2023-2026 Transportation Improvement Program

July Amendment (23-07)

Agency	Project Title Amendment Description	Funding Adjustment		Amendment	
				New Project	Existing Project
City of Spokane	<b>Riverside Ave - Monroe to Wall (Scope Change)</b> Amended- scope change: Grind and overlay, no sidewalk vault infill, limited traffic signal upgrades. Adds protected bike lanes.	Federal			✓
		State	No Funding change		
		Local			
Spokane County	<b>Commute Trip Reduction - 2023</b> Was not rolled over from the 2022 into the 2023 STIP. Administrative error. This amendment will bring project into 2023-2026 TIP.	Total			
		Federal STBG	\$ 294, 000	✓	
		State	\$ 91, 968		
		Local			
		Total	\$ 385, 968		

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

### SRTC MEMBER AGENCIES

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

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- The TIP is a programming document that identifies specific projects and programs to be implemented during the upcoming four years. Any project with federal funds from the Federal Highway Administration (FHWA) or Federal Transit Administration (FTA), as well as any regionally significant projects, must be included in the TIP.
- After a TIP has been incorporated into the Washington State TIP (STIP), project changes can be requested by local agencies. Minor changes can be made administratively by SRTC staff. Significant changes must be made through the amendment process, which requires a 10-day public comment period and action by the SRTC Board of Directors.
- The TIP serves as an important tool in implementing the goals, policies, and strategies identified in Horizon 2045, SRTC's long-range plan. As such, any projects included in the TIP, including projects added through monthly amendments, must be consistent with Horizon 2045.
- Consistency with Horizon 2045 includes a demonstration of financial constraint and conformity with regional air quality plans. The proposed July 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 July amendment will be incorporated into the STIP on or around 08/18/2023.

To: Board of Directors

07/06/2023

From: Greg Griffin, Administrative Services Manager

TOPIC: CALENDAR YEAR (CY) 2023 QUARTERLY BUDGET UPDATE (2<sup>ND</sup> QUARTER: APR-MAY-JUN)

**Requested Action:**

Approval of the CY 2023 2nd 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 revenues and expenditures for the preceding quarter and year to date.
- SRTC began CY 2023 with a cash balance of \$650,478 and ended the second quarter of 2023 with a balance of \$985,824. Cash balances are normally high early in the calendar year due to influx of member contributions used through the year as matching funds to grants.
- Interfund Charges for Spokane County monthly Treasurer Fees reflect a once per year banking fee for prior year (2022) services of \$3,997 paid in May 2023.
- See the **Attachment** and **Supporting Information** for additional details for the Q-2 budget update.

**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](mailto:ggriffin@srtc.org) | 509.343.6370

**SRTC CY 2023, Report through June 30, 2023**

	CY 2023	CY 2023			CY 2022	CY 2023
	Approved	1st Qtr	2nd Qtr	Year-to-Date	Year-to-Date	% of Budget
<b>REVENUES</b>						
<b>SRTC Cash Balance 12/31/22</b>				<b>650,478</b>		
SRTC Cash Reserve	105,000					
FHWA PL (Federal Public Law Funds)	835,718	240,743	32,193	272,936	190,765	33%
FTA (Federal Section 5303 Funds)	316,422	84,965	18,439	103,404	113,376	33%
STBG Planning Funds	350,000	110,673	239,327	350,000	354,243	100%
Designated Grant - STBG - D.A.T.A.	300,000	38,960	42,754	81,714	232,039	27%
RTPO (State Planning Funds)	144,651	55,311	23,012	78,323	80,302	54%
Designated Grants (Commerce - ETS)	850,000	-	-	-	-	0%
Grants - Other	-	648	-	648	463	0%
Local Member Contributions	274,789	269,272	4,451	273,723	272,651	100%
Spokane County Treasury Interest	6,000	5,251	4,234	9,485	3,168	158%
<b>TOTAL REVENUES (Received in 2023)</b>	<b>3,182,580</b>	<b>805,824</b>	<b>364,410</b>	<b>1,170,233</b>	<b>1,247,007</b>	<b>38%</b>
<b>EXPENDITURES</b>						
<b>Personnel</b>						
Salaries	1,079,341	224,004	268,234	492,238	411,407	46%
Accrued Leave Payouts (includes unemployment)	1,500	-	-	-	-	0%
FICA	82,684	17,302	20,711	38,014	31,869	46%
WA State Retirement System	112,144	23,791	31,539	55,330	44,654	49%
Insurance	182,436	35,282	34,266	69,548	67,491	38%
<b>Total Personnel</b>	<b>1,458,105</b>	<b>300,379</b>	<b>354,750</b>	<b>655,130</b>	<b>555,422</b>	<b>45%</b>
<b>Contractual and Professional Services</b>						
Legal Services	25,000	7,107	3,057	10,164	11,120	41%
Consultants & Professional Svcs (Incl. ste 504 expand)	175,656	329	-	329	4,242	0%
Professional Services - ETS Grant Work	850,000	-	-	-	-	0%
MTP Update	-	-	-	-	731	0%
Consultant Svcs & D.A.T.A.	300,000	7,080	42,188	49,268	289,850	16%
Consultant & Division Study	-	-	-	-	177,144	0%
State Audit Charges	17,000	-	6,725	6,725	11,378	40%
<b>Total Contractual and Professional Services</b>	<b>1,367,656</b>	<b>14,516</b>	<b>51,970</b>	<b>66,486</b>	<b>494,465</b>	<b>5%</b>
<b>Materials and Services</b>						
Publications	500	59	43	103	162	21%
Postage	300	6	-	6	183	2%
Operating Supplies	4,500	122	93	214	91	5%
Minor Furniture	1,000	138	-	138	43	14%
Telephone	5,760	972	906	1,878	6,289	33%
Advertising	3,120	337	1,391	1,728	688	55%
Rent - Office Space	84,500	20,748	20,935	41,684	36,050	49%
Rent - Meeting Rooms	500	-	-	-	-	0%
Lease - Copier	2,550	645	335	980	964	38%
Property and Liability Insurance	17,000	-	-	-	-	0%
Printing	750	26	105	131	-	17%
Interfund Charges County Treasurer (Fees)	4,860	(9)	4,078	4,069	4,406	84%
Contingency	25,000	-	-	-	-	0%
<b>Total Materials and Services</b>	<b>150,340</b>	<b>23,043</b>	<b>27,886</b>	<b>50,930</b>	<b>48,875</b>	<b>34%</b>
<b>Travel, Training, and Staff Development</b>						
Mileage & Parking	2,400	571	235	806	58	34%
Travel / Training (Staff)	42,700	8,749	1,496	10,245	8,546	24%
Educational Speaker Series	5,000	-	-	-	-	0%
Board/Staff Retreats, Facilitators, Food	3,700	840	49	889	102	24%
Dues, Subscriptions, and Memberships	10,709	960	903	1,863	2,144	17%
<b>Total Travel, Training, and Staff Development</b>	<b>64,509</b>	<b>11,120</b>	<b>2,683</b>	<b>13,802</b>	<b>10,850</b>	<b>21%</b>
<b>IT Operations</b>						
IT Professional Svcs	28,400	6,231	6,144	12,375	11,673	44%
Software	40,640	24,107	5,430	29,538	33,202	73%
Hardware - New and Replacement; Repairs/Maint.	60,000	315	-	315	1,563	1%
Online Services	12,930	3,219	3,095	6,313	6,325	49%
<b>Total IT Services</b>	<b>141,970</b>	<b>33,872</b>	<b>14,669</b>	<b>48,541</b>	<b>52,763</b>	<b>34%</b>
<b>TOTAL EXPENDITURES (Paid in 2023)</b>	<b>3,182,580</b>	<b>382,930</b>	<b>451,958</b>	<b>834,888</b>	<b>1,162,375</b>	<b>26%</b>
<b>CASH BALANCE 6/30/23</b>				<b>985,824</b>	<b>724,354</b>	

## Supporting Information

### TOPIC: CALENDAR YEAR (CY) 2023 QUARTERLY BUDGET UPDATE (2nd QUARTER: APR-MAY-JUN)

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#### Revenues

- Through the Second Quarter (50% of Calendar Year) of CY 2023 (January – June), SRTC collected \$1,170,233; 38% of the anticipated revenues for the year.
- Local Member Contributions through the end of June 30, 2023 are 100% of the budgeted amount.
- Revenues (\$805,824) in Q-1 include \$222,953 in grant reimbursements from October and November 2022 activity.

#### Expenditures

Through the Second Quarter of CY 2023 SRTC spent \$834,888, or 26% of total anticipated expenditures for the year as follows:

- Personnel Expenditures: Total personnel expenditures were \$655,130 through Q-2, or 45% of the CY 2023 budget amount.
- Contractual and Professional Services: Total services expenditures were \$66,486 year-to-date, or 5% 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 and are projected to ramp up in the remaining months of 2023.
- Materials and Services: Total materials and services expenditures were \$50,930 year-to-date or 34% of the total budget amount. Property and Liability Insurance will be paid in 3<sup>rd</sup> quarter of the year. Spokane County Treasury Fees include annual banking fee for prior year paid in Q-2.
- Travel, Training, and Staff Development (includes and Subscriptions/Memberships): Total expenditures were \$13,802 thru Q-2, or 21% 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 expenditure was \$48,541 thru Q-2, or 34% 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. PTV-Visum travel demand software maintenance paid in Q-2 and is responsible for ~ 10% of the 2023 software budget.

To: Board of Directors  
From: Greg Griffin, Administrative Services Manager  
TOPIC: **CALENDAR YEAR (CY) 2023 BUDGET AMENDMENT**

07/06/2023

**Requested Action:**

Approve Resolution R-23-18 Amending the CY 2023 Budget.

**Key Points:**

- Several opportunities have advanced for SRTC, and the following changes are requested to the current budget to initiate the work.
- Addition of Safe Streets and Roads for All (SS4A) grant funds.
  - SS4A federal grant is \$400,000
  - Local match funds are \$100,000 (City of Spokane, Spokane County, Spokane Valley and SRTC)
- Budget WSDOT Eastern Region funds remaining from completed corridor studies for SRTMC data acquisition:
  - \$32,467 of WSDOT Eastern Region dedicated local funds remained following completion of US195-I90 and Division Connects corridor studies. WSDOT Eastern Region will provide additional funds to procure the data (estimated at \$150,000).
- Funding is also being reallocated to support the development of a TIP database as included in the 2024-2025 Unified Planning Work Program (UPWP) which became effective on 07/01/2023.
- The draft 2023 Budget Amendment is shown in the **Attachment**.

**Board/Committee Discussions:**

The CY 2023 Budget was approved by the Board on 10/13/22. The CY 2023 Budget Amendment was discussed by the SRTC Board Administrative Committee on 6/8/23.

**Public Involvement:**

All meetings at which the CY 2023 Budget were presented to the Board were open to the public.

**Staff Contact:** Greg Griffin, SRTC | [ggriffin@srtc.org](mailto:ggriffin@srtc.org) | 509.343.6370

RESOLUTION  
of the BOARD OF DIRECTORS of the  
SPOKANE REGIONAL TRANSPORTATION COUNCIL  
R-23-18

**CY 2023 BUDGET AMENDMENT**

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 is the governing body of SRTC and is responsible for setting budget and policy direction for federal state and local funding available to support the planning activities of SRTC.

NOW, THEREFORE BE IT RESOLVED, that SRTC Board approves the July 13, 2023 amendment to the CY 2023 budget.

ADOPTED: July 13, 2023

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

ATTEST

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Julie Meyers-Lehman, SRTC  
Clerk of the Board



## Appendix

## SRTC CY 2023 DRAFT Amended Budget

	CY 2023 Approved	CY 2023 Proposed - Amendment	\$ change
<b>REVENUES</b>			
SRTC Cash Reserve (includes \$55 K for SS4A + Data Acquisition)	105,000	192,467	87,467
FHWA PL (Federal Public Law Funds)	835,718	811,718	(24,000)
FTA (Federal Section 5303 Funds)	316,422	296,422	(20,000)
STBG Planning Funds	350,000	350,000	-
Designated Grant - FHWA - SS4A (Safe Streets 4 All)	-	400,000	400,000
Designated Grant - STBG - D.A.T.A.	300,000	300,000	-
RTPO (State Planning Funds)	144,651	144,651	-
Designated Grants (Commerce - ETS)	850,000	850,000	-
Local Member Contributions	274,789	274,789	-
Local Member Contributions - designated SS4A	-	45,000	45,000
Spokane County Treasury Interest	6,000	6,000	-
<b>TOTAL REVENUES</b>	<b>3,182,580</b>	<b>3,671,047</b>	<b>488,467</b>
<b>EXPENDITURES</b>			
<b>Personnel</b>			
Salaries	1,079,341	1,079,341	-
Accrued Leave Payouts \ Unemployment	1,500	1,500	-
FICA	82,684	82,684	-
WA State Retirement System	112,144	112,144	-
Insurance/Benefits	182,436	182,436	-
<b>Total Personnel</b>	<b>1,458,105</b>	<b>1,458,105</b>	<b>-</b>
<b>Contractual and Professional Services</b>			
Legal Services	25,000	25,000	-
Consultant & Prof Svcs (Inc: expand suite 504, Data, TIP database)	175,656	229,123	53,467
Professional Services - ETS Grant Work	850,000	850,000	-
Consultant Services & SS4A	-	435,000	435,000
Consultant Services & D.A.T.A.	300,000	300,000	-
State Audit Charges	17,000	17,000	-
<b>Total Contractual and Professional Services</b>	<b>1,367,656</b>	<b>1,856,123</b>	<b>488,467</b>
<b>Materials and Services</b>			
Publications	500	500	-
Postage	300	300	-
Operating Supplies	4,500	4,500	-
Minor Furniture	1,000	1,000	-
Telephone	5,760	5,760	-
Advertising	3,120	3,120	-
Rent - Office Space	84,500	84,500	-
Rent - Meeting Rooms	500	500	-
Lease - Copier (and usage charges)	2,550	2,550	-
Property and Liability Insurance	17,000	17,000	-
Printing	750	750	-
Interfund Charges County Treasurer (Fees)	4,860	4,860	-
Contingency	25,000	25,000	-
<b>Total Materials and Services</b>	<b>150,340</b>	<b>150,340</b>	<b>-</b>
<b>Travel, Training, and Staff Development</b>			
Mileage & Parking	2,400	2,400	-
Travel / Training (Staff)	42,700	42,700	-
Educational Speaker Series	5,000	5,000	-
Board/Staff Retreats, Facilitators, Food	3,700	3,700	-
Dues, Subscriptions, and Memberships	10,709	10,709	-
<b>Total Travel, Training, and Staff Development</b>	<b>64,509</b>	<b>64,509</b>	<b>-</b>
<b>IT Operations</b>			
IT Professional Services	28,400	28,400	-
Software	40,640	40,640	-
Hardware - New, Replacement, Repairs & Maintenance	60,000	60,000	-
Online Services	12,930	12,930	-
<b>Total IT Services</b>	<b>141,970</b>	<b>141,970</b>	<b>-</b>
<b>TOTAL EXPENDITURES</b>	<b>3,182,580</b>	<b>3,671,047</b>	<b>488,467</b>

To: Board of Directors

07/06/2023

From: Greg Griffin, Administrative Services Manager

**TOPIC: CALENDAR YEAR (CY) 2024 MEMBER FINANCIAL CONTRIBUTIONS**

**Requested Action:**

Approval of Resolution R-23-19 Establishing Member Financial Contribution Rates for the Calendar Year 2024 Budget.

**Key Points:**

- Per the 2021 SRTC Interlocal Agreement (ILA), SRTC member contributions are set using a per capita rate and based on population estimates provided by the Washington State Office of Financial Management (OFM), excepting STA, and WSDOT, whose contributions are a fixed non-population-based amount. It is SRTC Board policy that Spokane County's annual member financial contribution mirror that of the City of Spokane member contribution amount based on City of Spokane population.
- The current member financial contribution rate is \$0.30 per capita.
- Member financial contributions over the past ten years have ranged between 8.5% to 14.2% of the SRTC budget. Membership contributions (local funds) are an imperative part of the budget as they serve as the required match for federal grant funds as well as for the funding source for a small portion of the budget that are not grant eligible expenditures. A draft CY 2024 budget will be presented to the Board at the monthly Board meeting in September.
- SRTC has also used contributions from members to sustain an operating reserve, as federal and state grants funds operate on a reimbursement basis.
- See the **Supplemental Information** for additional details for the 2024 Member Financial Contributions.
- Once approved by the SRTC Board, notification will be provided to each member government for review and use in their respective budgeting process and will be used by SRTC in developing their CY 2024 budget.

**Board/Committee Discussions:**

This is the first time this topic has been discussed by the Board.

**Public Involvement:**

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

**Staff Contact:** Greg Griffin, SRTC | [ggriffin@srtc.org](mailto:ggriffin@srtc.org) | 509.343.6370

RESOLUTION  
of the BOARD OF DIRECTORS of the  
SPOKANE REGIONAL TRANSPORTATION COUNCIL  
R-23-19

**CY 2024 MEMBER FINANCIAL CONTRIBUTIONS**

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 is the governing body of SRTC and responsible for agency policy decisions;

WHEREAS, the Section 7b of the 2021 SRTC Interlocal Agreement specifies "Upon approval of the annual SRTC budget by the Parties, each funding Party shall submit its financial contribution to SRTC on or before January 20 of the new budget year" and on 08/12/2021 the Board approved a member contribution rate of \$0.30 per capita;

NOW, THEREFORE BE IT RESOLVED, that SRTC Board approves the 2024 Member Financial Contribution amounts be utilized for the calendar year 2024 budget.

ADOPTED: July 13, 2023

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

ATTEST

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Julie Meyers-Lehman, SRTC  
Clerk of the Board

**Supporting Information**

**TOPIC: CALENDAR YEAR (CY) 2024 MEMBER FINANCIAL CONTRIBUTIONS**

Agency	April 1, 2022 OFM Population Estimate	2023 Member Financial Contributions	April 1, 2023 OFM Population Estimate <sup>2</sup>	Population % increase from 2022	Population % of Total	2024 Contributions w/ new pop. Figures	Total Contribution % increase 2023 to 2024
Airway Heights	11,040	\$ 3,312	11,280	2.17%	2.03%	\$ 3,384	2.2%
Cheney	12,920	\$ 3,876	13,160	1.86%	2.37%	\$ 3,948	1.9%
Deer Park	4,670	\$ 1,401	4,925	5.46%	0.89%	\$ 1,478	5.5%
Fairfield	600	\$ 180	600	0.00%	0.11%	\$ 180	0.0%
Latah	185	\$ 56	185	0.00%	0.03%	\$ 56	0.0%
Liberty Lake	12,870	\$ 3,861	13,150	2.18%	2.37%	\$ 3,945	2.2%
Medical Lake	4,840	\$ 1,452	4,915	1.55%	0.89%	\$ 1,475	1.6%
Millwood	1,915	\$ 575	1,925	0.52%	0.35%	\$ 578	0.5%
Rockford	545	\$ 164	570	4.59%	0.10%	\$ 171	4.3%
Spangle	280	\$ 84	280	0.00%	0.05%	\$ 84	0.0%
Spokane <sup>1</sup>	230,900	\$ 69,270	232,700	0.78%	41.96%	\$ 69,810	0.8%
Spokane County <sup>1</sup>	162,715	\$ 69,270	163,390	0.41%	29.46%	\$ 69,810	0.8%
Spokane Valley	107,100	\$ 32,130	107,400	0.28%	19.37%	\$ 32,220	0.3%
Waverly	120	\$ 36	120	0.00%	0.02%	\$ 36	0.0%
<b>City and County Subtotal</b>	<b>550,700</b>	<b>\$ 185,667</b>	<b>554,600</b>	<b>0.71%</b>	<b>100%</b>	<b>\$ 187,175</b>	<b>0.8%</b>

Kalispel Tribe of Indians <sup>3</sup>		N/A				TBD	-
Spokane Transit		58,706				58,706	0.0%
Spokane Tribe of Indians <sup>3</sup>		N/A				TBD	-
WSDOT		30,418				30,418	0.0%
<b>Transportation Agency Subtotal</b>		<b>\$ 89,124</b>				<b>\$ 93,124</b>	<b>4.5%</b>

<b>GRAND TOTAL</b>		<b>\$ 274,791</b>				<b>\$ 280,299</b>	<b>2.0%</b>
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<sup>1</sup> The SRTC Board policy is for Spokane County contribution to match the City of Spokane contribution each year.

<sup>2</sup> Based on the State of Washington's Office of Financial Management's April 1, 2023 estimated population figures.

<sup>3</sup> Pending determination of contribution amount

To: Board of Directors

07/09/2023

From: Greg Griffin, Administrative Services Manager

**TOPIC: SFY 2024-2025 UNIFIED PLANNING WORK PROGRAM BUDGET ADJUSTMENT**

**Requested Action:**

Approval to adjust the State Fiscal Year (SFY) 2024-2025 UPWP Budget.

**Key Points:**

- SRTC's D.A.T.A. project uses dedicated grant funds for the project.
- The estimated amount of consultant work paid prior to the finish of the 2022-2023 UPWP year was less than anticipated in the first half of calendar year 2023. This does not impact the SRTC Annual Budget, however, it does impact the transition to a new UPWP, which uses a state fiscal year budget.
- The remaining grant funds of \$320,605 will be carried forward to the new UPWP and are expected to be utilized prior to 12/31/2023.
- The dollar amounts of the proposed carryforward adjustment as needed to update the UPWP are shown in **Attachments 1, 2 and 3**.

**Board/Committee Discussions:**

The SFY 2024-2025 UPWP and corresponding budget was approved by the Board on 6/08/2023.

**Public Involvement:**

All meetings at which the SFY 2024-2025 UPWP & Budget presented to the Board and Committees were open to the public.

**Staff Contact:** Greg Griffin, SRTC | [ggriffin@srtc.org](mailto:ggriffin@srtc.org) | 509.343.6370

## TASK 3

### DATA MANAGEMENT AND SYSTEMS ANALYSIS

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#### TASK 3 OVERVIEW

This task is a core MPO and RTPO function. All data, analysis and tools from this task are intended to facilitate informed decision-making by elected and governing officials for other tasks identified in this UPWP including the MTP, the TIP, and the CMP. The data is applied to the planning process to identify transportation issues, test scenarios, propose solutions, and evaluate activities to be implemented. This task includes collecting, analyzing, maintaining, reporting, and applying data to inform policy decisions. Information in tabular, database, geospatial, and other formats are used. The products are updated and compiled in various formats and made available to SRTC staff, staff from other state and local governments, and the public. This task also involves maintaining various user licenses and agreements and updating computer hardware and software. SRTC will be developing a formalized data program that includes many of the subtasks below. The program will standardize data processes,

SRTC staff coordinates and develops systems and information management tasks with member jurisdictions, STA, WSDOT, Environmental Protection Agency, Washington State Department of Ecology, Spokane Regional Health District and Spokane Clean Air Agency.

#### TASK 3 MAJOR MILESTONES AND PRODUCTS

- Update regional building permit database. (April 2024 and April 2025)
- Update and refresh maps and other data visualizations for the MTP. (June 2025)
- Update of base and forecast year models using new land use to coincide with MTP update. (December 2024)
- Update data tables used in Social Equity Mapping Tool as new Census and ACS data tables are made available. (December 2024)
- Update SRTC's paper bicycle map and print copies for distribution. (June 2025)
- Implement the SRTC Board adopted Data Application for Transportation Analysis (DATA) design plan. This plan includes several critical investments in data acquisition and tool development. Investments include a household travel survey, travel demand model improvements, passive data, updated traffic counts, land use management system, and an online data hub. (December 2023)
- Develop (March 2024) and implement a data program with the goal of organizing all of SRTC's continuous data acquisition, cleaning, analysis and reporting tasks under a single documented program. Subtasks within the program could include the following:
  - Organize technical documentation into a single document
  - Condense task schedules into a single (two year) Gantt chart
  - Develop standard data request procedure and architecture
  - Build additional data products into online data hub
  - Make recommendations for data improvements and necessary budget allocations

### **SUB-TASK 3.1**

#### **DATA AND SOFTWARE MANAGEMENT**

Data and software management includes maintaining a variety of datasets used to support regional planning and technical analysis work. It also involves administering and updating SRTC's data analysis and visualization software, as needed. This task supports the MTP, TIP, CMP, and other tasks detailed in the work program.

##### ***Ongoing/Continuous Activities***

- Acquire, update, and maintain various tabular, database, and geospatial datasets.
- Update and maintain datasets on SRTC's ArcGIS Online portal.
- Collaborate with other agencies to update and share data products and analyses.
- Assess data management process, catalog data sources, develop data architecture plan and recommendations.
- Research new developments in GIS and information technology for analysis and public dissemination of data and plans.
- Administer, update, and review data and visualization software.

### **SUB-TASK 3.2**

#### **GIS AND SPATIAL ANALYSIS**

GIS and spatial analysis involve using a variety of tools to analyze geospatial data in support of SRTC and its member agencies' planning efforts. It also includes preparing detailed methodologies, metadata, and other documentation for ongoing technical analysis projects and programs. This task supports the MTP, TIP, CMP, and other tasks detailed in the work program.

##### ***Ongoing/Continuous Activities***

- Collect and evaluate existing geospatial data.
- Create new geospatial datasets.
- Research and develop spatial data analysis methods to support SRTC planning work.
- Utilize GIS and other tools to process and analyze geospatial data.
- Prepare methodologies, metadata, and other documentation for SRTC's geospatial datasets and technical analysis projects.
- Provide GIS and other technical assistance to member agencies.
- Respond to data and analysis requests.

### **SUB-TASK 3.3**

#### **DATA VISUALIZATION AND CARTOGRAPHY**

Data visualization and cartography focuses on providing information to the public and decision-makers by applying design and visualization techniques to explain the results of technical analyses in a clear and accessible manner. This includes preparing maps, charts, graphs, tables, and other visualizations for both internal and external audiences. This task supports the MTP, TIP, CMP, and other tasks detailed in the work program.

### ***Ongoing/Continuous Activities***

- Produce high-quality maps and other data visualizations to support SRTC planning and analysis work.
- Prepare map and data visualization templates, where possible, to increase efficiency and consistency.
- Research best practices and techniques in data visualization and cartographic design to enhance the clarity and accessibility of SRTC's planning products.
- Update existing maps and data visualizations, as needed.
- Develop and maintain interactive maps and applications on ArcGIS Online.

### **SUB-TASK 3.4**

#### **SOCIOECONOMIC DATA COLLECTION AND FORECASTING**

Socioeconomic data collection and forecasting involves the development and maintenance of SRTC's land use forecast. This includes compiling data from various sources to create base year datasets, monitoring regional growth and development trends, maintaining scripts to process raw data, and using these inputs to develop population and employment forecasts.

### ***Ongoing/Continuous Activities***

- Review and evaluate regional growth and development trends.
- Acquire, update, and maintain various socioeconomic and land use datasets pertaining to employment, growth and development, demographics, and land capacity.
- Review and update land use forecast methodology, as needed, to ensure consistency with local agency planning efforts.

### **SUB-TASK 3.5**

#### **SYSTEMS ANALYSIS AND DATA APPLICATION**

Systems analysis includes a variety of tools that apply relevant data to help understand how people and goods might travel the system in the future. Diverse data application allows SRTC to consider a variety of possible future impacts which could affect system performance.

The travel demand model forecasts future demand for roadways and transit services and calculates the share of trips completed by a combined bicycle/pedestrian mode. This tool is used in planning a transportation system that serves the future needs of the region and is also a critical element in the air quality conformity determination process.

The travel demand model is used to understand the current and future condition of the regional transportation system. SRTC staff is responsible for maintaining the 2022/2050 regional travel demand model set and related technical tools. This sub-task may involve consultant assistance to develop or employ economic analysis tools for the evaluation of transportation projects.

### ***Ongoing/Continuous Activities***

- Maintenance of the 2022 base year model and 2050 forecast year model. Model maintenance includes making any updates or corrections to the transportation network or input files. Revisions will be incorporated in the next model update.



- Complete model data requests for member agencies and/or public, as needed. (Note: Significant modeling requests or analysis are considered under Task 7 Planning Consultation and Studies.)
- As part of an ongoing project, existing planning tools will be updated, and new tools will be developed.

### **SUB-TASK 3.6**

#### **AIR QUALITY AND TRANSPORTATION CONFORMITY**

Activities under this task focus on planning efforts to maintain the National Ambient Air Quality Standards (NAAQS) by assessing and avoiding or mitigating adverse impacts of mobile-source pollutants on existing and future transportation systems. In SFY 2024-2025 SRTC will continue to work with the Washington State Department of Ecology on refining the data inputs used in EPA's MOVES air quality modeling software.

#### ***Ongoing/Continuous Activities***

- Conduct Air Quality Conformity determinations for the MTP, TIP, and TIP amendments.
- Complete project-level air quality analysis for CO and PM<sub>10</sub> as required in the CO Maintenance Plan and PM<sub>10</sub> Limited Maintenance Plan.
- Continue coordination with the Washington State Department of Ecology on vehicle miles traveled (VMT) data required for the transportation sector portion of their emissions inventory and necessary input files needed to run MOVES per the federal requirements.
- Monitor federal and state legislation and activities related to climate change and NAAQS of criteria pollutants that have current or future impacts to the Spokane Metropolitan Planning Area (SMPA).
- Initiate Air Quality Interagency Consultation Process as needed.

### **TASK 3 UNFUNDED ACTIVITIES**

- Ongoing cross-sectional household travel survey.
- Develop a continuous traffic count collection program.
- Develop a regional system for consistently assessing pavement conditions, including potential software requirements.

### **TASK 3 RESPONSIBILITIES**

SRTC staff coordinates and develops systems and information management tasks with member jurisdictions, STA, WSDOT, Environmental Protection Agency, Washington State Department of Ecology, Spokane Regional Health District and Spokane Clean Air Agency. Tasks in 3.5 related to the DATA project are being executed with consultant assistance pursuant to an existing Local Agency Agreement.

### TASK 3 SUMMARY OF REVENUES AND EXPENDITURES

#### Revenues

FHWA-PL	\$ 338,750
FTA-5303	\$ 95,300
FHWA-STBG-Metro Planning	\$ 225,000
FHWA-STBG-DATA	\$ <del>80,000</del> <u>320,605</u>
RTPO	\$ 45,000
Local	\$ 109,895
TOTAL	\$ <del>893,945</del> <u>1,134,550</u>

#### Expenditures

Salaries & Benefits	\$ 482,355
Overhead	\$ 185,124
Direct Costs	\$ 64,000
Consultants	\$ <del>162,466</del> <u>403,071</u>
TOTAL	\$ <del>893,945</del> <u>1,134,550</u>

#### Budget Comparison

SFY 2024-2025	\$ <del>893,945</del> <u>1,134,550</u>
SFY 2022-2023	\$ 1,714,397
SFY 2020-2021	\$ 993,848

#### FTE Staffing Comparison

SFY 2024-2025	2.21
SFY 2022-2023	2.21
SFY 2020-2021	1.35

## APPENDIX A

### SFY 2024-2025 BUDGET INFORMATION

#### REVENUE FORECAST

FHWA-PL (includes \$223,633 prior year carryover)	1,868,609
FTA-5303 (includes \$76,487 prior year carryover)	635,261
FHWA-STBG-Metro Planning	1,000,000
FHWA-STBG-D.A.T.A.	<del>80,000</del> <u>320,605</u>
FHWA Safety – Safe Streets and Roads for All	400,000
WA Dept of Commerce - ETS	2,500,000
RTPO	289,302
Local	630,334
<b>Total</b>	<del>7,403,506</del> <u>7,644,111</u>

#### EXPENDITURE FORECAST BY REVENUE SOURCE AND TASK

Task	FHWA	FTA	STBG	RTPO/Dpt Commerce	Local	Total
1. Program Administration & Coordination	476,000	70,257	170,000	45,000	70,966	832,223
2. Public/Stakeholder Participation & Coordination	268,000	22,000	177,825	35,000	41,150	543,975
3. Data management & Systems Analysis	338,750	95,300	<del>305,000</del> <u>545,605</u>	45,000	109,895	<del>893,945</del> <u>1,134,550</u>
4. Metropolitan Transportation Plan (MTP)	568,794	181,318	220,000	6,312	179,849	1,156,273
5. Transportation Improvement Program (TIP)	133,750	95,000	99,642	8,000	45,053	381,445
6. Congestion Management Process (CMP)	-	71,386	-	-	11,572	82,958
7. Planning Consultation & Studies	483,315	100,000	107,533	2,500,000	147,847	3,338,695
8. RTPO Planning Functions	-	-	-	149,990	24,002	173,992
<b>Total</b>	<b>2,268,609</b>	<b>635,261</b>	<del>1,080,000</del> <u>1,320,605</u>	<b>2,789,302</b>	<b>630,334</b>	<del>7,403,506</del> <u>7,644,111</u>

#### EXPENDITURE FORECAST BY ACTIVITY

Task	Personnel & Indirect Expenses	Education Series & Training	Equipment & Software	Consultant & Data Collection	Total
1. Program Administration & Coordination	732,223	70,000	-	30,000	832,223
2. Public/Stakeholder Participation & Coordination	529,775	12,200	2,000	-	543,975
3. Data management & Systems Analysis	667,479	3,000	61,000	<del>162,466</del> <u>403,071</u>	<del>893,945</del> <u>1,134,550</u>
4. Metropolitan Transportation Plan (MTP)	716,273	-	-	440,000	1,156,273
5. Transportation Improvement Program (TIP)	329,445	-	2,000	50,000	381,445
6. Congestion Management Process (CMP)	82,958	-	-	-	82,958
7. Planning Consultation & Studies	398,695	-	-	2,940,000	3,338,695
8. RTPO Planning Functions	173,992	-	-	-	173,992
<b>Total</b>	<b>3,630,840</b>	<b>85,200</b>	<b>65,000</b>	<del>3,622,466</del> <u>3,863,071</u>	<del>7,403,506</del> <u>7,644,111</u>

## APPENDIX A-1

## EXPENDITURE FORECAST BY SUB-TASK ACTIVITY

Task	Personnel & Indirect Expenses	Education Series & Training	Equipment & Software	Consultants & Data Collection	TOTAL
<b>1. Program Administration &amp; Coordination</b>					<b>832,223</b>
Administration Sub-tasks 1.1-1.4 & 1.6	611,146			30,000	641,146
Training 1.5	121,077	70,000			191,077
<b>2. Public/Stakeholder Participation &amp; Education</b>					<b>543,975</b>
Public Coordination & Outreach 2.1	213,975		2,000		215,975
Stakeholder Coordination 2.2	117,366	10,000			127,366
Title VI & Environmental Justice 2.3	43,655	2,200			45,855
Website and Social Media 2.4	154,778				154,778
<b>3. Data Management &amp; Systems Analysis</b>					<del>893,945</del>
					<u>1,134,550</u>
Data & Software Management 3.1	197,220		50,000		247,220
GIS & Spatial Analysis 3.2	109,787	3,000			112,787
Data Visualization & Cartography 3.3	100,388		3,000	32,466	135,854
Socioeconomic Data Collection & Forecasting 3.4	63,092			50,000	113,092
Systems Analysis & Data Application 3.5	187,982		8,000	<del>80,000</del>	<del>275,982</del>
				<u>320,605</u>	<u>516,587</u>
Air Quality & Transportation Conformity 3.6	9,010				9,010
<b>4. Metropolitan Transportation Plan (MTP)</b>					<b>1,156,273</b>
Long Range Transportation Planning 4.1	411,491			310,000	721,491
Equity Planning 4.2	53,216				53,216
Climate Change/Resiliency 4.3	81,578			130,000	211,578
Agency Support & Coordination 4.4	81,490				81,490
Active & Public Transportation 4.5	88,498				88,498
<b>5. Transportation Improvement Program (TIP)</b>					<b>381,445</b>
TIP Development & Maintenance 5.1	159,115		2,000		161,115
Coordination and Project Tracking 5.2	170,330			50,000	220,330
<b>6. Congestion Management Process (CMP)</b>					<b>82,958</b>
CMP Activities 6.1	64,888				64,888
Spokane Regional Transp. Mgt. Center Support 6.2	18,070				18,070
<b>7. Planning Consultation &amp; Studies</b>					<b>3,338,695</b>
General Planning Support & Coordination 7.1	246,488			2,500,000	2,746,488
Regional Transportation Priorities 7.2	61,138				61,138
Safety 7.3	91,069			440,000	531,069
<b>8. RTPO Planning Functions</b>					<b>173,992</b>
General RTPO Activities 8.1	140,496				140,496
Countywide planning policies certification process 8.2	33,496				33,496
<b>Total</b>	<b>3,630,840</b>	<b>85,200</b>	<b>65,000</b>	<del><b>3,622,466</b></del> <u><b>3,863,071</b></u>	<del><b>7,403,506</b></del> <u><b>7,644,111</b></u>

To: Board of Directors

07/06/2023

From: Kylee Jones, Associate Transportation Planner III

**TOPIC: TRANSPORTATION IMPROVEMENT PROGRAM (TIP) DATABASE CONTRACT WITH ECOINTERACTIVE**

**Requested Action:**

Approve Resolution R-23-20 authorizing the SRTC Executive Director to execute a sole source contract with EcoInteractive to implement a Transportation Improvement Program (TIP) Database.

**Key Points:**

- Implementing a Transportation Improvement Program (TIP) Project Tracking Database has been on the unfunded list of activities in SRTC's Unified Planning Work Program (UPWP) for the past several years.
- Due to the availability of staff capacity and budget, the TIP Project Tracking Database was listed as a funded work task in the 2024-2025 UPWP, which was approved by the SRTC Board in June 2023.
- From September 2022 to May 2023 SRTC staff conducted several peer interviews with TIP managers locally, around the state, and across the U.S. to learn about TIP management best practices, methods, TIP Database tools and strategies.
- Based on research, feedback from local agencies, and how well EcoInteractive's Project Tracker tool meets the agency's goals and needs, it has been determined that this platform is the most effective resource to add to SRTC TIP management.
- Based on a thorough cost analysis, and review of federal procurement policies, EcoInteractive's unique Software as a Service (Saas) Project Tracker platform is eligible for sole source procurement, following SRTC's 2014 Procurement manual and 23 CFR 172.7.
- A memo demonstrating sole source justification is provided as an **Attachment**. This memo along with other supporting documentation will be retained on file with the contract.
- The contract is linked here: <https://docsend.com/view/fhxttirgnnxfuzx>

**Board/Committee Discussions:**

The Board approved the 2024-2025 UPWP and budget related to the TIP Project Tracking Database. This is the first time the sole source proposal and contract for EcoInteractive's Project Tracker have been brought to the Board.

**Public Involvement:**

All meetings are open to the public.

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

RESOLUTION  
of the BOARD OF DIRECTORS of the  
SPOKANE REGIONAL TRANSPORTATION COUNCIL  
R-23-20

**CONTRACT WITH ECOINTERACTIVE**

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 is the governing body of SRTC and responsible for agency policy decisions establishing agreements with outside organizations; and

WHEREAS, SRTC is required to develop and amend as appropriate, the plans and programs required by 23 C.F.R. 450.300 through 450.334, among which is the Transportation Improvement Program; and

WHEREAS, SRTC desires to integrate efficiencies into its business practices and to maintain accurate and accessible project information.

NOW, THEREFORE BE IT RESOLVED, that SRTC Board approves the Executive Director to execute a sole source contract with EcoInteractive to implement a Transportation Improvement Program (TIP) Database.

ADOPTED: July 13, 2023

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

ATTEST

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Julie Meyers-Lehman, SRTC  
Clerk of the Board

To: Lois Bollenback, SRTC Executive Director

CC: Eve McMenamy, Greg Griffin

From: Kylee Jones, Associate Transportation Planner III

Date: July 5, 2023

**Subject: Contract with EcoInteractive to Implement a TIP Project Tracking Database**

This memo has been prepared to provide further details regarding efforts to develop the TIP Project Tracking Database and resulting proposal to sole source contract with EcoInteractive for the implementation of an online Software as a Service (SaaS) TIP Project Tracking Database.

**Purpose:**

As the manager responsible for overseeing the Transportation Improvement Program (TIP) for the past two years, I have identified limitations within our current TIP management processes that could be significantly improved by implementing a TIP Project Tracking Database. The proposal for development of a tracking database was included as a candidate project in previous UPWP's and is included as a funded activity in the current UPWP. Development of a database will provide more efficient project tracking, reduce administrative burdens, provide improved tracking of funding obligations, reduce duplicative reviews and project data entry, and improve project correction process.

Some limitations of our TIP management include an amendment process that is time-consuming for project sponsors to enter and update project data, failure to provide a comprehensive tracking and archival system for project changes, lack of integration between project applications and TIP development, lack of integration between the SRTC TIP and the State TIP and lack of ability to sort and analyze project outcomes over time. In collaboration SRTC staff and members of the TIP Working Group, we explored opportunities for improving the development and management of the TIP, Calls for Project application submittal process, and required reporting development.

**Project Goals for Improvement:**

To address the aforementioned limitations and improve our TIP management, we have identified the following project goals of a TIP Project Tracking Database:

- **Improved Management Efficiency:** Implement a system that reduces time spent on administrative tasks related to project tracking, resulting in potential cost savings and enhanced productivity for SRTC and local government stakeholders. For example, local agency staff and SRTC staff can spend up to 2+ hours coordinating and working with the state software system for one TIP entry. Last year there were 56 project changes that required local agency, WSDOT and SRTC coordination. Once trained on the new system, the entry should take less than 20 minutes per TIP entry.

- **Enhanced Risk Management:** Develop a platform that identifies and manages funding risks associated with TIP projects, enabling us to proactively address funding obligation delays and allocate resources effectively to meet our obligation targets.
- **Performance Measure Tracking:** Establish the ability to track the relationship between projects and the performance measures they are intended to support, allowing us to better evaluate project outcomes and assess their impact on meeting state and federal performance measures.
- **Accessible Project Information:** Implement a user-friendly database that enables easy searching of project information based on various attributes, both internally for staff and externally for the general public and local agency project managers.
- **Improved Communication:** Implement an online database that will utilize visualizations and maps linked to project information to effectively communicate project data to the public and enhance communication with local jurisdictions, facilitating public engagement and better decision-making.
- **Identifying Underinvested Areas:** Develop a tool that assists SRTC Board and Committees in making informed decisions about project funding and resource allocation, identifying areas for future investments and highlighting areas that have not received adequate transportation investments.
- **Historical Project Tracking:** Create a system that enables the tracking of legacy projects over extended periods, ensuring compliance with federal regulations for projects with various funding sources, as well as projects that have experienced significant delays and changes.
- **Streamlined Amendment Process:** Implement a platform that allows local jurisdictions to efficiently amend project records, ensuring that project funds are utilized effectively, and performance measures are met, while reducing duplicative steps in processing amendments and project changes.
- **Seamless Integration with State and Federal Databases:** Establish compatibility with the WSDOT's Statewide Transportation Improvement Program (STIP) database, facilitating project record transfers and displaying authorized Federal-level project obligations.
- **Effective Tracking of SRTC Funding Awards:** The TIP Project Tracking Database will enable close monitoring and management of projects that have received federal funds awarded by SRTC through the Call for Projects process. The database will provide a clear overview of funding allocations, project phases, timelines, and obligation requirements.

#### **Peer Interview Feedback:**

Over the past several months, I have conducted extensive research regarding potential options for developing an effective TIP project tracking database. The following two points are the result of this research:

##### **1. Consultant/Internally Built Platform**

Developing an internal database using Microsoft Access is constrained by staff capacity, time limitations, and inadequate federal tracking capabilities. Outsourcing platform development is a more viable option. While Excel spreadsheets suffice for smaller Transportation Improvement Programs (TIPs), based on feedback from other MPOs, Excel spreadsheets used as the main TIP management project tracker becomes inadequate for TIPs with more than ~30 projects (SRTC's TIP



comprises 87 projects). The platform utilized by the Puget Sound Regional Council (PSRC) lacks user-friendliness, with only two staff members proficient in its operation. The high initial costs (estimated at \$100,000+), infrequent updates, and inability to adapt to changing needs make the platform cumbersome. Additionally, updating the platform every 5-7 years requires significant staff and consultant involvement, resulting in substantial expenses. Onboarding and training time amounts to approximately six months, further adding to the costs. Furthermore, there are numerous duplicative steps involved in processing amendments, project changes, or adding project data.

## 2. EcoInteractive SaaS Project Tracker Platform

In addition to conducting thorough research throughout the last year and engaging with various MPOs and database developers, I sought direct feedback from the North Florida MPO, a successful sole source implementer of EcoInteractive's Project Tracker. Their feedback highlighted notable benefits, including time savings, enhanced communication with local jurisdictions and the community, and overall satisfaction with the platform's capabilities. Furthermore, the input received from peer organizations, including the Pikes Peak MPO, emphasized the positive impact of EcoInteractive's Project Tracker on staff time savings during the amendment process and report development. These insights further solidify the case for an improved TIP Project Tracking Database and affirm the value of adopting EcoInteractive's platform.

### **Related Policy Adherence:**

In alignment with the 2014 SRTC Procurement Manual and 23 CFR 172.7, SRTC demonstrates adherence to noncompetitive procurement policies. Based on comprehensive research, including peer interviews, literature reviews, and open-source investigations, SRTC has determined that EcoInteractive's "Project Tracker" platform offers unique features specifically developed to manage TIP information and is available solely from a single source. The decision to pursue a sole source procurement is justified by the platform's distinctiveness and price. Additionally, the fixed implementation cost of \$6,000 and annual cost of \$15,000 (+5% annually) align with Federal Cost principles. SRTC will maintain supporting documentation, including the rationale for the sole source procurement, in the procurement file, ensuring compliance with the prescribed policies.

### **Proposal:**

Based on my research, I recommend proceeding with a sole source contract with EcoInteractive to support SRTC with implementing an off the shelf TIP Project Tracking Database to immediately improve overall TIP management, to include efficient project tracking, reduced administrative burden, easier project obligation tracking, reduction in duplicative reviews and project data entry, and improved project correction process.

As part of this effort, SRTC will document time savings and outcomes to demonstrate the benefits of this implementation.

To: Board of Directors

07/09/2023

From: Mike Ulrich, Principal Transportation Planner

**TOPIC: SAFE STREETS AND ROADS FOR ALL GRANT AGREEMENT WITH USDOT**

**Requested Action:**

Approve Resolution R-23-21 directing the SRTC Executive Director to execute the grant agreement with the U.S. Department of Transportation (USDOT) for the Safe Streets and Roads for All grant program.

**Key Points:**

- In March 2022, as part of the discussion series, the SRTC Board identified the value in developing a regional safety action plan.
- In May 2022, the USDOT made \$1B available through a discretionary grant program called the Safe Streets and Roads for All (SS4A) grant program.
- Funding through the program allows for the development of safety action plans for cities, counties, and MPOs, which are required to apply for federal safety implementation grant funding.
- In September 2022, the SRTC Board directed staff to make application to the SS4A grant program to develop a regional safety action plan.
- On 04/19/2023 SRTC was awarded \$400,000 by USDOT.
- Staff collaborated with USDOT/FHWA to develop a grant agreement which must be executed in order to access the program's funds.
- The grant agreement is linked here: [SS4A-FY22-Grant-Agreement-SRTC](#)

**Board/Committee Discussions:**

See above.

**Public Involvement:**

All Board and committee meetings at which the SS4A regional safety action plan was discussed were open to the public.

**Staff Contact:** Mike Ulrich, SRTC | [mulrich@srtc.org](mailto:mulrich@srtc.org) | 509.343.6370

RESOLUTION  
of the BOARD OF DIRECTORS of the  
SPOKANE REGIONAL TRANSPORTATION COUNCIL  
R-23-21

**SAFE STREETS AND ROADS FOR ALL GRANT AGREEMENT  
WITH U.S. DEPARTMENT OF TRANSPORTATION**

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 is the governing body of SRTC and responsible for agency policy decisions establishing agreements with outside organizations; and

WHEREAS, in accordance with 23 CFR 490.209(c), SRTC has adopted transportation safety performance targets in support of WSDOT and agreed to plan and program projects so that they contribute toward the accomplishment of the State DOT safety target; and

WHEREAS, SRTC applied for and was awarded funds through the USDOT Safe Streets for All planning grant program established under Section 24112 of the Infrastructure Investment and Jobs Act (Pub. L. 117–58, November 15, 2021; also referred to as the “Bipartisan Infrastructure Law” or “BIL”).

NOW, THEREFORE BE IT RESOLVED, that the SRTC Board authorizes the SRTC Executive Director to execute a grant agreement with the United States Department of Transportation pursuant to a grant award from the Safe Street and Roads for All grant program.

ADOPTED: July 13, 2023

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

ATTEST

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Julie Meyers-Lehman, SRTC  
Clerk of the Board

To: Transportation Technical Committee

07/06/2023

From: Kylee Jones, Associate Transportation Planner III

**TOPIC: PRESERVATION CALL FOR PROJECTS: APPROVE AWARDS**

**Requested Action:**

Approve Resolution R-23-22 to award funding allocations for the 2023 Call for Preservation Projects as shown in the **Attachment**.

**Key Points:**

- As outlined in the 2023 Transportation Improvement Program (TIP) Guidebook, SRTC is currently conducting a Preservation Call for Projects to assist with efficient project delivery and meeting obligation targets.
- In 2021 the SRTC Board set aside \$9.2M of Surface Transportation Block Grant (STBG) funding during the 2021 Call for Projects to fund capital maintenance and preservation projects to obligate in 2024-2026, using the 2023-2026 STBG federal funding allocations. The reduction in obligation authority has reduced the amount of funding available for the Preservation Call for Projects to \$1.3M.
- TIP Working Group discussed strategies to address the reduction in obligation authority as shown in **Supporting Information**.
- In February 2023 the Board approved the following Principles of Investment for this Call for Projects:
  - Limit project applications to include grind and overlays, chip seals and other sealant projects;
  - Limit project awards not to exceed of \$1.5M; and
  - Limit any one jurisdiction total awards not to exceed \$3M.
- Federal funding requirements ensure that rural and small cities are distributed a portion of the awards.
- The Call for Preservation Projects results are presented in the **Attachment**. 18 applications were scored by three TTC members, three TAC members, and one SRTC staff. The TIP Working Group developed two funding scenarios for projects to receive awards.
- The Call for Preservation Project Equity map is at: <https://bit.ly/C4PJmap>

**Board/Committee Discussions:**

The TTC and TAC discussed the Preservation Call for Projects on 05/24/23 and the Board reviewed and discussed it at their meeting on 06/08/2023. The TTC and TAC recommended Board approval on 06/28/23 of the draft award allocations and the strategy by which to fund Preservation Projects as outlined in the Attachment and Supporting Information document.

**Public Involvement:**

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

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

RESOLUTION  
of the BOARD OF DIRECTORS of the  
SPOKANE REGIONAL TRANSPORTATION COUNCIL  
R-23-22

**2023 PRESERVATION CALL FOR PROJECTS AWARDS**

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 establishes a Transportation Improvement Program pursuant to 23 CFR 450.326 – Development and content of the transportation improvement program (TIP); and

WHEREAS, the SRTC Board is the governing body of SRTC and responsible for agency policy decisions establishing regional funding priorities; and

WHEREAS, the SRTC Board will utilize the following strategy to fund the 2023 Call for Preservation Projects:

- Utilize \$7.9M in STBG allocation from 2027 to fill the gap on an interim basis.
- If annual allocations return to normal levels, the 2027 borrowed allocation will be returned for programming.

NOW, THEREFORE BE IT RESOLVED, that the SRTC Board is awarding Surface Transportation Block Grant (STBG) allocations to a slate of projects shown on the **Attachment, 2023 Call for Preservation Project list**.

ADOPTED: July 13, 2023

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

ATTEST

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Julie Meyers-Lehman, SRTC  
Clerk of the Board

## 2023 Call for Preservation Projects - Draft Awards & Ranking

Awarded Projects to be Programmed in 2024-2026

Rank	Agency	Project Name	Score	Splits	Total Project Cost	Amount Requested	Funding Recommendation
1	City of Spokane	Washington/Stevens - 3rd Ave to 8th/9th Ave Grind & Overlay	92.3	Urban	\$ 1,970,000	\$ 1,477,500	\$ 1,477,500
2	Spokane Valley	Sprague Preservation at SR 27 - Bowdish to McDonald	90.7	Urban	\$ 3,081,342	\$ 1,500,000	\$ 1,500,000
3	Spokane Valley	Sullivan Rd Preservation - Spokane River to Kiernan	89.0	Urban	\$ 3,175,744	\$ 1,500,000	\$ 1,500,000
4	City of Spokane	Wellesley Ave - Maple to Division Chip Seal	85.7	Urban	\$ 577,000	\$ 432,750	\$ 432,750
5	City of Spokane	3rd Ave - Monroe to Division Grind & Overlay	84.4	Urban	\$ 1,650,000	\$ 1,237,500	\$ 1,089,750
6	City of Spokane	Monroe St - Boone to Northwest Blvd Grind & Overlay	83.6	Urban	\$ 1,586,000	\$ 1,189,500	*Reached Cap
7	City of Spokane	Spokane Falls Blvd - Sherman to Hamilton Grind & Overlay	83.0	Urban	\$ 755,000	\$ 566,250	*Reached Cap
8	Spokane Valley	Fancher Rd Preservation - Broadway to Trent	82.4	Urban	\$ 2,098,779	\$ 1,500,000	*Reached Cap
9	City of Spokane	Sprague Ave - Freya to Havana Grind & Overlay	82.0	Urban	\$ 1,519,000	\$ 1,139,250	*Reached Cap
10	Spokane Valley	Fancher Rd Preservation - Sprague to Broadway	80.4	Urban	\$ 2,020,546	\$ 1,500,000	*Reached Cap
11	Liberty Lake	E Mission Ave Overlay	78.9	Urban	\$ 1,415,400	\$ 1,061,550	\$ 716,000
							\$ 345,550
12	Spokane County	Deer Park-Milan Rd Preservation	76.0	Rural	\$ 1,078,000	\$ 808,500	\$ 808,500
13	Airway Heights	S Hayford Rd Preservation	74.4	Urban	\$ 1,271,700	\$ 1,017,360	\$ 850,450
14	Spokane County	Day Mt Spokane Rd Preservation	71.7	Urban	\$ 1,944,000	\$ 1,458,000	\$ -
15	Deer Park	Crawford Ave Preservation	65.9	Rural	\$ 1,214,028	\$ 971,221	\$ 295,500
16	Fairfield	Railroad Ave Rehabilitation	59.4	Rural	\$ 372,978	\$ 372,978	\$ 295,500
17	Spokane County	Mill Road Preservation	58.6	Urban	\$ 1,128,000	\$ 846,000	\$ -
18	Cheney	Elm St - Washington to N 9th	51.9	Urban Small	\$ 544,995	\$ 471,420	\$ 184,000
<b>Total</b>						<b>\$ 19,049,779</b>	<b>\$ 9,016,000</b>

### Funding splits

Urban (73%)	6,716,000
Urban Small (Cheney)	184,000
Rural/Small Towns (13%)	1,104,000
Flexible (13%)	1,196,000
<b>Total</b>	<b>9,200,000</b>

\*Reached Cap Agency reached cap as defined by the Principles of Investment

**Supporting Information****TOPIC: PRESERVATION CALL FOR PROJECTS: APPROVE AWARDS**

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- In 2022 the SRTC Board set aside \$9.2M of Surface Transportation Block Grant (STBG) funding during the 2022 Call for Projects to fund preservation projects, using the 2023-2026 STBG federal funding allocations projected at that time.
- The reduction in obligation authority over the next three years has reduced the amount of funding available for programming the Preservation Call for Projects.
- Draft forecasts released by WSDOT indicate that funding allocations *may* return to prior levels beginning in 2024.
- TIP Working Group discussed strategies to address the reduction in obligation authority. The recommendation necessary for the Board to approve a list of projects to receive the Preservation set-aside funding awards through this current process is as follows:
  - Request to utilize \$7.9M in STBG allocation from 2027 to fill the gap on an interim basis.
  - If annual allocations return to normal levels, the 2027 borrowed allocation will be returned for programming.

To: Board of Directors

07/06/2023

From: David Fletcher, Principal Transportation Planner

**TOPIC: CONGESTION MANAGEMENT PROCESS: REGIONAL OBJECTIVES AND CMP NETWORK**

**Requested Action:**

Approve the Congestion Management Process Regional Objectives and Network, as shown in the **Attachment**.

**Key Points:**

- The congestion management process (CMP) is a systematic and regionally-accepted approach for managing congestion that provides accurate and up-to-date information on the transportation system's performance. It involves developing regional objectives, identifying the region's most congested corridors, analyzing system needs, identifying strategies for managing congestion, and tracking the progress of these efforts.
- A CMP is federally required in metropolitan areas with a population exceeding 200,000, known as Transportation Management Areas (TMAs). As part of the metropolitan transportation planning process, SRTC is required to continuously monitor and improve the CMP.
- SRTC is updating the CMP this year to incorporate recent SRTC planning efforts, apply new data source and analytics, and refresh existing CMP strategies.
- This work is being informed by the multi-jurisdictional CMP working group. The group met on April 27 and May 31 to discuss and evaluate potential updates to our existing CMP regional objectives and network. This included a review of the various factors used to identify our CMP network, such as travel time delay, reliability, travel demand, crash rates, and regional connectivity. The resulting proposed regional objectives and CMP network are included in the **Attachment**.

**Board/Committee Discussions:**

At their June meetings, both the TTC and TAC unanimously recommended Board approval of the CMP regional objectives and network. The Board discussed this item at their meeting in June.

**Public Involvement:**

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

**Staff Contact:** David Fletcher, SRTC | [dfletcher@rtc.org](mailto:dfletcher@rtc.org) | 509.343.6370





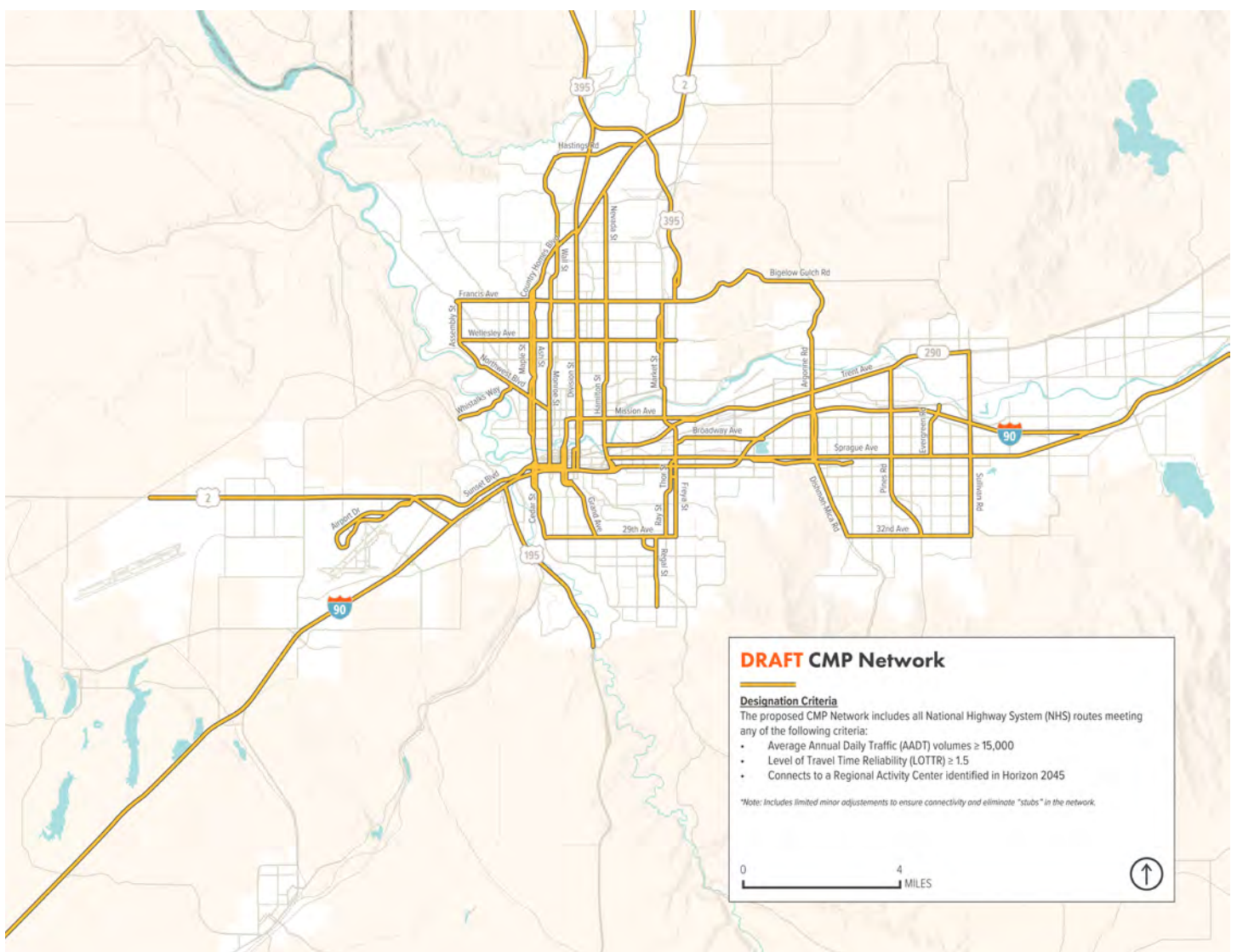
## REGIONAL OBJECTIVES FOR CONGESTION MANAGEMENT *DRAFT*

The Congestion Management Process (CMP) starts with identifying regional objectives, which define what the region would like to accomplish regarding congestion management. To ensure the CMP is consistent with the regional vision established in Horizon 2045, the region's metropolitan transportation plan (MTP), these objectives were developed with the MTP's guiding principles in mind. SRTC's regional objectives for congestion management are listed in the table below, along with their associated guiding principles. Revisions proposed for this CMP update are underlined in ***bold italics***.

Guiding Principles	Regional Objectives
Economic Vitality	Raise awareness that congestion is related to economic vitality and ensure <b><i>the benefits of improved economic vitality outweigh the disadvantages of congestion</i></b>
Cooperation & Leadership	Sustain coordination and follow-through with a multi-jurisdictional CMP working group
Stewardship	Invest in projects that maximize the use of existing facilities across modes in identified CMP corridors <b><i>and emphasize system redundancy to improve the resiliency and reliability of the transportation network</i></b>
Operations, Maintenance & Preservation	Pursue solutions that are low cost/high benefit toward maintaining and preserving reliable transportation corridors and networks
Quality of Life	Accessible, multimodal transportation for all abilities; facilities should blend in with or enhance the human environment (i.e., context sensitive design) and limit impacts to the natural environment
	Prioritize future investments to align with regional priority networks to improve connectivity and mobility
Safety & Security	Improve safety and reduce non-recurring congestion by reducing collisions

# CONGESTION MANAGEMENT PROCESS (CMP) NETWORK *DRAFT*

The region's CMP Network defines the geographic area where data is collected and analyzed for the CMP. The CMP Working Group considered a variety of factors to delineate the draft network shown in the map below. These include existing congestion, travel reliability, traffic volumes, and regional connectivity. Data availability and anticipated future congestion were also considered.



Map Date: June 20, 2023

To: Board of Directors

07/06/2023

From: Eve McMenamy, Deputy Executive Director

**TOPIC: UNIFIED LIST OF REGIONAL TRANSPORTATION PRIORITIES: LEGISLATIVE PRIORITY STATEMENTS**

**Requested Action:**

None. For Information and discussion.

**Key Points:**

- SRTC annually develops the Unified List of Regional Transportation Priorities which is a strategic tool used to communicate the agency's current regional transportation priorities to state legislators and members of Congress for potential funding opportunities.
- In addition to the Unified List of priority projects, the SRTC Board also develops legislative priority statements to share with the Washington State Legislators.
- Staff has reached out to a variety of state organizations, local organizations, and policymakers to identify potential opportunities in the 2024 legislative session and areas of alignment.
- During the July Board meeting staff will report on information collected from various organizations and the SRTC Board for potential 2024 Legislative Priority Statements, see **Attachment**.

**Board/Committee Discussions:**

The Board discussed the 2024 legislative priority statements at their June meeting.

**Public Involvement:**

All Board and committee meetings are open to the public.

**Staff Contact:** Eve McMenamy, SRTC | [evemc@srtc.org](mailto:evemc@srtc.org) | 509.381.9466

# 2024 Legislative Priority Statement- Draft

## Priority A: Expand resources to improve transportation safety in support of Target Zero

- **Direct additional safety funding to state and local agencies to achieve zero fatal and serious injuries by 2030.**
- **Promote increased coordination and integration between WSDOT, MPOs, and local partners.**
- **Fund high priority safety projects as identified in a pilot collaboration with WSDOT- Eastern Region and SRTC.**
  - **Project A**
  - **Project B**
  - **Project C**

Since 2014 roadway fatalities and serious injuries crashes have increased by 62.5% in SRTC's planning area. SRTC has committed to supporting WSDOT's Target Zero goal by 2030. SRTC firmly believes that getting to zero will require new collaboration strategies, additional financial resources, and sustained commitments of collaboration between our transportation partners.

## Priority B: Pursue strategies to effectively address Maintenance & Preservation needs

- **Develop an approach for the programming of maintenance and preservation funds that balances funding needs with the ability to deliver projects over time.**

SRTC recognizes that current funding levels are not sufficient to maintain the existing transportation system in a state of good repair. SRTC also recognizes that Move Ahead Washington provided an increase in transportation preservation and maintenance funding by \$3 billion, however the timeframe to deliver projects is difficult to achieve. Workforce challenges and supply chain disruptions have hindered project delivery and will continue to be a factor in the upcoming years. As additional funding for preservation and maintenance is considered, SRTC encourages a balanced approach that programs funding over time so state and local agencies can successfully deliver projects.

## Priority C: Support increased funding for Regional Transportation Planning Organizations

- **Increase the Regional Transportation Planning Organization (RTPO) program budget as needed to achieve the transportation planning outcomes and requirements of RCW 47.80.**

RTPO's have an important responsibility to provide transportation planning support in rural and tribal areas across the state. Funding allocations have not been increased over time to meet the rising cost of operations as well as the expanded responsibilities of RTPO's including most recently new requirements to track and monitor vehicle miles of travel (VMT). SRTC supports an effort to more completely assess the funding needed for RTPOs to perform their duties.

# 2024 Additional Priority Areas- Draft

## Priority D: Ensure access to transportation in support of [Affordable Housing Strategies](#)

- Ensure access to affordable, reliable, and equitable transportation options which are an integral component of affordable housing strategies.
- Provide additional resources to local jurisdictions to plan for and accommodate affordable housing.

## Priority E: Fund regionally critical projects on the [SRTC Unified List](#)

- Invest in projects collaboratively identified by the SRTC Board of Directors in the Unified List.

## Priority F: Encourage diversity in the development of [Clean Fuel Technologies](#)

- Assess the need for and continue to develop electric charging infrastructure capacity.
- Support the emergence of alternative fuels in support of low or no emission transportation across the spectrum of vehicle types through pilot projects or other means.

## Priority G: Address funding gaps that are anticipated due to the loss of [Gas Tax Revenue](#)

- Create a strategy to address the loss of gas tax revenue that includes increasing the public's awareness and understating of the issue.
- Support pilot projects that will assist in identifying transportation revenue strategies.

## Priority H: Enhance transportation investments that support [Fairchild Air Force Base \(FAFB\)](#) as the significant military installation in Spokane County

- Support transportation safety and mobility strategies that ensure air force personnel's ability to access FAFB and ensure adequate military response times.

## Priority I: Maintain [Move Ahead Washington investments](#)

- Ensure project investments in Move Ahead Washington are upheld and continue as scheduled to avoid delays which increase overall project costs and have detrimental impacts on other coordinated projects and community initiatives.

## Priority J: Modernize the [Federal Funding Formula](#)

- Reevaluate the funding formulas used to distribute federal highway dollars to states which rely on outdated 2000 census data that limit investments for critical transportation infrastructure in high growth states.

To: Board of Directors

07/06/2023

From: David Fletcher, Principal Transportation Planner

**TOPIC: DRAFT 2024 UNIFIED LIST OF REGIONAL TRANSPORTATION PRIORITIES**

**Requested Action:**

None. For information and discussion.

**Key Points:**

- The Unified List of Regional Transportation Priorities is a strategic tool used to communicate current regional transportation priorities to state legislators and Congressional representatives for potential funding opportunities. SRTC is committed to annually updating the Unified List.
- At their May 11 meeting, the SRTC Board of Directors approved the 2024 Unified List project evaluation criteria. This was followed by a project submittal period from May 17 through June 2. Projects were required to be on member jurisdictions' current legislative agendas and consistent with SRTC's Horizon 2045 MTP.
- In total, local agencies submitted 26 projects to be considered for inclusion in the draft 2024 Unified List. These projects were self-scored by local agencies, using the approved project evaluation criteria. Project submittals were then reviewed for accuracy by SRTC staff. A map and list of these projects, summarizing their scores by criteria area, is provided in the **Attachment**.

**Board/Committee Discussions:**

Projects submitted for the 2024 Unified List, along with draft list options, were presented to the TTC and TAC at their June meetings. The SRTC Board approved Resolution R-23-14, outlining the Unified List project evaluation criteria, at their May meeting.

**Public Involvement:**

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

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

# 2024 Unified List of Regional Transportation Priorities

## DRAFT LIST OF SUBMITTED PROJECTS

Information & Discussion

AGENDA ITEM 8

Attachment

07/13/2023 Board Meeting

### PROJECT STATUS CATEGORY CRITERIA

#### INITIATION

- ✓ Design is < 30% complete
- ✓ Project is in the early stage of development and has, at a minimum, been identified in a planning study

#### DEVELOPMENT

- ✓ Design ≥ 30% complete, right-of-way needs identified, environmental has been initiated and/or substantial percentage of funding has been secured
- ✓ Project is identified in a local, regional, and/or state plan

#### IMPLEMENTATION

- ✓ Design ≥ 60% complete, significant progress has been made towards right-of-way, and environmental approvals are underway
- ✓ Project is identified in a local, regional, and/or state plan

### IMPLEMENTATION PROJECTS

< LIST SORTED BY TOTAL SCORE >

							PROJECT EVALUATION CRITERIA							
PROJECT TITLE	AGENCY	MAP ID	PROJECT TYPE	DESCRIPTION	TOTAL COST	STATE FUNDING REQUEST	TOTAL SCORE	ECONOMIC VITALITY	COOPERATION & LEADERSHIP	STEWARDSHIP	OPERATIONS PRESERVATION MAINTENANCE	SAFETY & SECURITY	QUALITY OF LIFE	EQUITY
From Interstate to Airways: Spotted Rd & Airport Dr Safety & Multimodal Improvements	SIA	IP-1	Safety	Construct a grade-separated interchange at Spotted Rd over Airport Dr and relocating Spotted Rd outside of the Runway Protection Zone for the Airport's primary instrument runway.	\$ 37,217,324	\$ 3,000,000	152	24	28	20	10	30	10	30
STA Fleet Electrification	STA	IP-2	Other Transit	Purchase of battery-electric buses (BEB) and required infrastructure to reach the 40 vehicle capacity at the Boone NW Garage and the required infrastructure.	\$ 38,800,000	\$ 0	135	21	24	30	20	0	20	20
South Barker Road Corridor	Spokane Valley	IP-3	Roadway Capital	Widen & reconstruct Barker Rd to a 5-lane urban arterial (Mission to Appleway), a 3-lane urban arterial (Appleway to city limits) and add roundabouts at Sprague, 4th, and 8th aves.	\$ 28,620,000	\$ 15,338,700	134	21	28	20	20	15	10	20
Fish Lake Trail Connection Phases 1-3	Spokane	IP-4	Bike/Ped	Construct a shared-use path connecting the existing Fish Lake Trail to Centennial Trail.	\$ 19,474,569	\$ 14,598,813	110	10	30	20	10	0	20	20

### DEVELOPMENT PROJECTS (CONTINUED ON NEXT PAGE)

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							PROJECT EVALUATION CRITERIA							
PROJECT TITLE	AGENCY	MAP ID	PROJECT TYPE	DESCRIPTION	TOTAL COST	STATE FUNDING REQUEST	TOTAL SCORE	ECONOMIC VITALITY	COOPERATION & LEADERSHIP	STEWARDSHIP	OPERATIONS PRESERVATION MAINTENANCE	SAFETY & SECURITY	QUALITY OF LIFE	EQUITY
Division St Active Transportation Access Improvements	Spokane	DV-1	Bicycle & Pedestrian	Install parallel and connecting active transportation improvements along the Division Corridor to support safe first/last mile bike/ped connections to BRT stations.	\$ 25,800,000	\$ 25,800,000	173	28	30	20	10	30	25	30
US Hwy 2 Multimodal Improvements	Airway Heights	DV-2	Roadway Capital	Add pathways and sidewalk, improved pedestrian crossings, traffic calming, transit stations, and roundabout traffic control.	\$ 24,480,200	\$ 21,467,200	165	20	30	30	20	15	20	30
Division Bus Rapid Transit (BRT)	STA	DV-3	HPT	Enhances transit along corridor w/more frequent service, transit signal priority, all-door boarding, and dedicated business access and transit lanes (BAT) for more than half the corridor.	\$ 202,000,000	\$ 0	163	28	30	30	30	0	25	20



# 2024 Unified List of Regional Transportation Priorities

July 6, 2023

## DRAFT LIST OF SUBMITTED PROJECTS

### DEVELOPMENT PROJECTS (CONTINUED FROM PREVIOUS PAGE)

< LIST SORTED BY TOTAL SCORE >

PROJECT TITLE	AGENCY	MAP ID	PROJECT TYPE	DESCRIPTION	TOTAL COST	STATE FUNDING REQUEST	PROJECT EVALUATION CRITERIA							
							TOTAL SCORE	ECONOMIC VITALITY	COOPERATION & LEADERSHIP	STEWARDSHIP	OPERATIONS PRESERVATION MAINTENANCE	SAFETY & SECURITY	QUALITY OF LIFE	EQUITY
<b>I-90/Valley High Performance Transit (HPT)</b>	STA	<b>DV-4</b>	HPT	Revise to a HPT corridor, from West Plains/SIA to Spokane Valley and Liberty Lake. Construct two new park & rides (Appleway Station and Argonne Station) and modify Mirabeau Point Park & Ride.	\$ 36,000,000	\$ -0	163	28	30	30	30	0	25	20
<b>Argonne Rd Safety Improvements</b>	Spokane County	<b>DV-5</b>	Safety	Reconstruct Argonne Rd/Upriver Dr Intersection, upgrade bike/ped and ADA connections, and add safety improvements at Wellesley Ave intersection.	\$ 7,280,000	\$ TBD	146	22	24	20	30	30	0	20
<b>Argonne Bridge at I-90</b>	Spokane Valley	<b>DV-6</b>	Bridge	Widen or replace existing Argonne Rd bridge over I-90, including the addition of a third travel lane and shared use path.	\$ 24,000,000	\$ 22,500,000	137	29	28	20	20	0	20	20
<b>Wall St Safety &amp; Capital Improvements</b>	Spokane County	<b>DV-7</b>	Safety	Project includes pavement restoration, stormwater infrastructure, new sewer force main, and pedestrian crossing and intersection improvements at Country Homes Blvd.	\$ 15,490,000	\$ TBD	136	24	22	10	20	30	10	20
<b>West Plains Connection - Spokane Phase</b>	Spokane	<b>DV-8</b>	Roadway Capital	Extend existing roadway as a two-lane boulevard or three-lane urban collector for a total of 3.65 miles, adding bicycle lanes, separated sidewalks, multi-use paths, and transit stops.	\$ 4,877,622	\$ 4,877,622	134	24	30	20	10	0	20	30
<b>I-90 TSMO Improvements</b>	WSDOT	<b>DV-9</b>	TSMO	Various TSMO improvements from SR 904 to Idaho state line, such as variable message signs, ramp meters, variable speed limits, queue warning detection, and wrong way detection.	\$ 24,000,000	\$ 2,640,000	128	29	24	10	20	15	10	20
<b>Sullivan/Trent Interchange</b>	Spokane Valley	<b>DV-10</b>	Rail/Hwy Crossing	Reconstruct Sullivan Rd/SR 290 interchange, including on/off ramps, to restore long-term capacity and satisfy projected traffic growth from 2022 Bigelow Gulch-Forker Road connection.	42,774,021	35,179,224	127	27	30	20	30	0	10	10
<b>6th Ave Multimodal Improvements</b>	Airway Heights	<b>DV-11</b>	Bicycle & Pedestrian	Various multimodal improvements on 6th Ave, from Craig Rd to Russell St.	7,280,000	2,860,800	125	15	30	30	10	0	20	20
<b>Spokane Falls Blvd</b>	Spokane	<b>DV-12</b>	Roadway Capital	Construct full depth roadway, repair sidewalk, lighting, communication conduit and cable, signal and utility updates, and accessible Pedestrian Signals (APS) updates as appropriate.	8,149,426	7,397,546	124	28	26	10	10	0	20	30
<b>3rd Ave: Perry to Havana Improvements</b>	Spokane	<b>DV-13</b>	Roadway Capital	Full depth reconstruction aligning with NSC work, including elements not in WSDOT scope—sidewalk, curb ramp, addressing drainage, water/sewer, and streetscaping improvements.	8,000,000	8,000,000	123	27	26	20	10	0	20	20
<b>Hayford/US 2 Congestion &amp; Safety Project, 21st Ave Improvements</b>	Airway Heights	<b>DV-14</b>	Roadway Capital	Improve and extend 21st Ave, from Garfield Rd to Deer Heights Rd, including bike lanes, landscaped swales, sidewalk, and a roundabout at 21st Ave & Hayford Rd.	12,890,000	11,600,000	103	23	30	20	0	0	10	20
<b>Elk Chattaroy Rd - US 2 to Tallman Rd</b>	Spokane County	<b>DV-15</b>	Reconstruction	Reconstruct road to two 12' travel lanes with 5' paved shoulders on both sides and additional 1' gravel shoulder and guardrails where appropriate.	\$ 24,000,000	\$ TBD	49	7	22	10	10	0	0	0



INITIATION PROJECTS

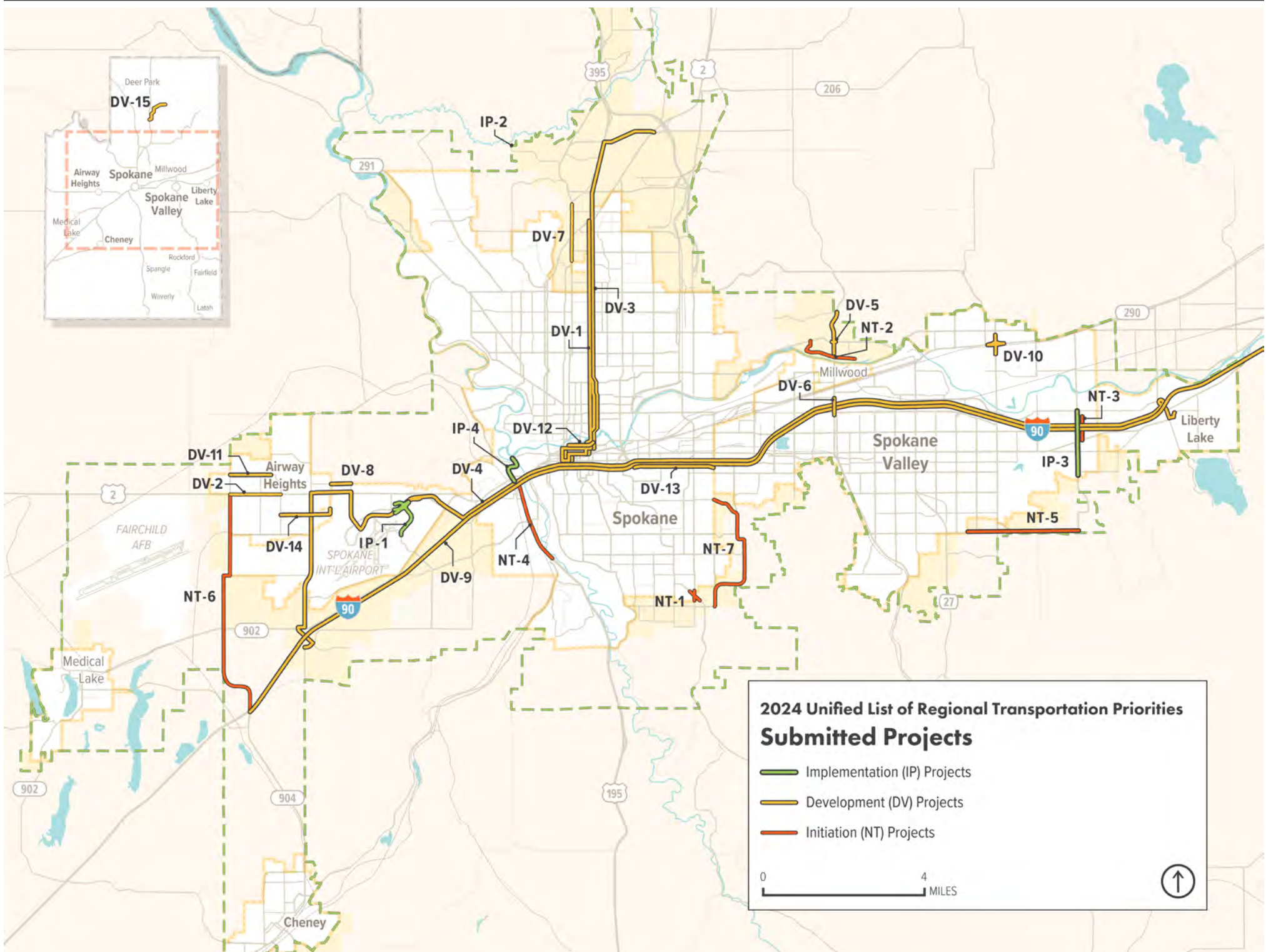
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							PROJECT EVALUATION CRITERIA							
PROJECT TITLE	AGENCY	MAP ID	PROJECT TYPE	DESCRIPTION	TOTAL COST	STATE FUNDING REQUEST	TOTAL SCORE	ECONOMIC VITALITY	COOPERATION & LEADERSHIP	STEWARDSHIP	OPERATIONS PRESERVATION MAINTENANCE	SAFETY & SECURITY	QUALITY OF LIFE	EQUITY
Freya Street / Palouse Highway Roundabout	Spokane	NT-1	Roadway Capital	Construct a roundabout and improve sidewalk or pathway connections in all four directions, including extending the Palouse Hwy shared-use pathway through Freya St.	\$ 4,988,000	\$ 4,900,000	151	23	23	20	20	15	20	30
Centennial Trail / Argonne Gap Project	Spokane County	NT-2	Bike/Ped	Improve connectivity at the Argonne Rd crossing adjacent to Centennial Trail, including improved crossings to reduce bike/ped vs vehicular incidents and reduce stress at Argonne Rd/Upriver Dr intersection.	\$ 8,470,000	\$ TBD	141	12	24	30	10	15	20	30
Barker Rd & I-90 Interchange	Spokane Valley	NT-3	Reconstruction	Replace single-lane roundabout and 2-lane bridge with new 2-lane roundabout and 4-lane bridge to accommodate existing traffic and growth.	\$ 40,000,000	\$ 40,000,000	141	22	24	20	20	15	10	30
US 195 Corridor Projects	Spokane	NT-4	Roadway Capital	Connect Lindeke St to Thorpe Rd and create a two-way Inland Empire Way and Cheney-Spokane Rd connection. Streetscape improvements include sidewalks, lighting, landscape buffers, and bike lanes.	\$ 18,394,333	\$ 18,394,333	131	11	30	20	0	30	10	30
32nd Ave Corridor Project	Spokane County	NT-5	Reconstruction	Reconstruct and realign roadway, including adding sidewalks and bike lanes in urban areas, shoulders in rural areas, and a roundabout at Sullivan Rd	\$ 23,500,000	\$ TBD	99	7	17	20	10	15	10	20
Craig Rd I-90 to US 2 & I-90/ SR 904 Interchange Revisions*	Spokane County	NT-6	Reconstruction	Realign and widen Craig Rd, from I-90/SR 904 interchange to US 2.	\$ 49,859,000	\$ TBD	97	18	24	20	10	15	10	0
Glenrose Road Reconstruction	Spokane County	NT-7	Reconstruction	Road reconstruction, realignment, and addition of sidewalks where feasible on Glenrose Rd from 57th Ave and up Carnahan Rd to the City of Spokane Valley limits.	\$ 33,400,000	\$ TBD	81	19	22	20	10	0	10	0

\*The Craig Rd I-90 to US 2 & I-90/SR 904 Interchange Revisions project has received \$3 million in congressionally directed spending for project development. Funding for additional phases may require an amendment to the Horizon 2045 Metropolitan Transportation Plan.

SUBMITTED PROJECTS SUMMARY

PROJECT STATUS CATEGORY	# OF PROJECTS	TOTAL COST	STATE REQUEST AMOUNT	% REQUESTED
IMPLEMENTATION	4	\$ 121,111,893	\$ 32,937,513	27%
DEVELOPMENT	15	\$ 469,021,269	\$ 142,322,392	30%
INITIATION	7	\$ 178,611,333	\$ 63,294,333	35%
TOTAL	26	\$ 766,744,495	\$ 238,554,238	31%



To: Board of Directors

07/06/2023

From: Mike Ulrich, Principal Transportation Planner

**TOPIC: SRTC / WSDOT - EASTERN REGION (ER) SAFETY COLLABORATION PILOT PROJECT UPDATE**

**Requested Action:**

None. For information and discussion.

**Key Points:**

- In 2020, WSDOT Secretary Roger Millar convened a statewide investment strategy group. The group is made up of WSDOT Regional Administrators, other WSDOT leadership, and MPOs and RTPOs across the state.
- The purpose of that group is for WSDOT and the MPOs and RTPOs to work as partners to create a collaborative approach for coordinating transportation investment priorities that reflect regional and state transportation policy goals.
- Through the course of that group's work a pilot project was proposed focused on safety. SRTC and WSDOT ER leadership developed an outline of the work effort.
- SRTC is currently engaged with WSDOT ER in the pilot project to create a collaborative approach as envisioned by the investment strategy group.
- The pilot team has engaged over the course of five meetings to execute the agreed upon work plan.
- Most recently, the pilot team has identified ten candidate locations based on a data driven analysis and a facilitated discussion exercise.
- The analysis was guided by an approach that was presented and agreed upon at the June Board meeting.
- The candidate locations identified by WSDOT ER and SRTC can be found in the **Attachment**.
- At the July meeting, staff will provide a presentation detailing how these candidate locations were identified and discuss next steps.

**Board/Committee Discussions:**

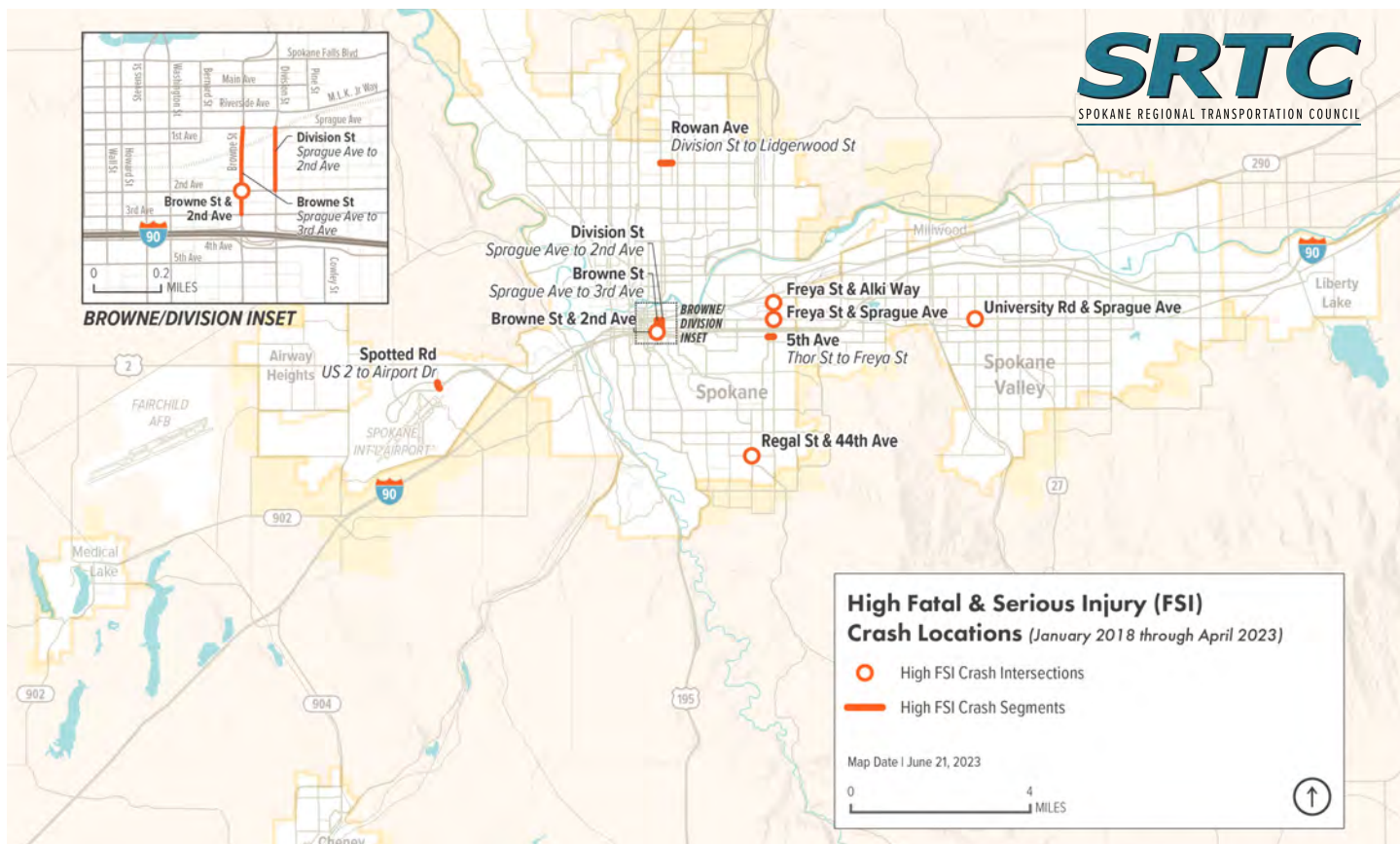
Both committees received a presentation, and were asked to provide feedback, on the pilot project at their May and June meetings.

**Public Involvement:**

All Board and committee meetings at which the Safety Pilot project was discussed were open to the public.

**Staff Contact:** Mike Ulrich, SRTC | [mulrich@srtc.org](mailto:mulrich@srtc.org) | 509.343.6370





## High Fatal & Serious Injury (FSI) Crash Intersections

Intersection	FSI Crashes	Bike/Ped FSI Crashes	EPDO* Crashes	Severity Rate**
University Rd & Sprague Ave	3	1	456	8,077.8
Freya St & Sprague Ave	3	1	390	6,065.8
Freya St & Alki Way	3	1	347	5,281.8
Browne St & 2nd Ave	3	2	384	4,773.4
Regal St & 44th Ave	2	1	311	15,756.0

## High Fatal & Serious Injury (FSI) Crash Segments

Segment	FSI Crash Rate	FSI Crashes	Bike/Ped FSI Crashes	EPDO* Crashes	Severity Rate**
<b>Rowan Ave</b> <i>Division St to Lidgerwood St</i>	64.25	1	1	99	6,361.0
<b>Spotted Rd</b> <i>US 2 to Airport Dr</i>	18.81	2	0	251	2,360.8
<b>5th Ave</b> <i>Thor St to Freya St</i>	12.33	2	0	297	1,831.1
<b>Browne St</b> <i>Sprague Ave to 3rd Ave</i>	5.94	4	2	543	806.7
<b>Division St</b> <i>Sprague Ave to 2nd Ave</i>	4.42	7	3	808	510.7

### Notes:

\*Equivalent Property Damage Only (EPDO) Crashes weights crashes based on their severity. It is calculated using the following formula: (76.8 \* Fatal & Serious Injury Crashes) + (8.4 \* Evident & Possible Injury Crashes) + Property Damage Only Crashes

\*\*Severity rate is calculated as the number of EPDO Crashes per 1 Million Vehicle Miles Traveled (VMT). VMT calculated using 2018 Highway Performance Monitoring (HPMS) Average Annual Daily Traffic (AADT) volumes.

To: Board of Directors

07/06/2023

From: Jason Lien, Principal Transportation Planner

**TOPIC: BICYCLE LEVEL OF TRAFFIC STRESS UPDATE**

**Requested Action:**

None. For information and discussion.

**Key Points:**

- Conducting a Bicycle Level of Traffic Stress (LTS) analysis is a task initiated as part of the 2022-2023 SRTC Unified Planning Work Program (UPWP). The intent of analyzing LTS is to provide a useful data point in understanding the function of, and barriers on, the Regional Bicycle Priority Network in Horizon 2045.
- Over the past few months, staff collected data that are relevant to bike LTS such as vehicle thru-lanes, speed, presence of parking, bike facility width, and traffic volume. Using this data and established [bike LTS methodology](#), preliminary results were calculated to determine the level of stress a rider may experience while cycling along a particular route, ranging from LTS 1 (low stress) to LTS 4 (high stress).
- With the technical analysis complete, staff presented the findings to the TTC and TAC and will coordinate committee feedback over the next 1.5 months. The LTS ratings may be viewed in this [AGOL map](#). The ratings will be finalized by August, coinciding with a committee item to consider recommendation of approval of the LTS results to the SRTC Board. The Board is scheduled to take action at the September 2023 meeting.

**Board/Committee Discussions:**

Staff introduced the topic to the Board at their March 2023 meeting and presented to the TTC and TAC at their March and June 2023 meetings.

**Public Involvement:**

All SRTC Board and committee meetings are open to the public. A project poster was on display at SRTC community events this Spring—Spokane Bike Swap, Felts Field Neighbor Day, and Spokane Summer Parkways.

**Staff Contact:** Jason Lien, SRTC | [jlien@srtc.org](mailto:jlien@srtc.org) | 509.343.6370

To: Board of Directors

07/06/2023

From: Michael Redlinger, Associate Transportation Planner II

**TOPIC: WORKING GROUP UPDATE**

**Requested Action:**

None. For Information and Discussion.

**Key Points:**

- This spring, concurrent with the development of charters for the CMP Working Group and Equity Working Group, SRTC drafted an information sheet to better define the role of working groups in SRTC work. **(Attachment 1)**
- The information sheet contains an overview as well as general information on the purpose, role, composition, participation, and procedures.
- During the March TAC and TTC meetings, SRTC promised to return to the committees with an update on the Equity Working Group this June. The draft Equity Working Group charter is also included as an attachment with this item. **(Attachment 2)**
- The founding of an Equity Working Group is one of the near-term recommendations in SRTC's Equity Planning Framework.
- SRTC aims to recruit participants in Q3 and Q4 2023 and convene the working group beginning in January 2024.
- SRTC is seeking feedback from committee members on outreach and recruitment contacts related to this group.

**Board/Committee Discussions:**

The TTC and TAC discussed this item at their June meetings and reviewed the Equity Working Group at their March meetings.

**Public Involvement:**

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

**Staff Contact:** Michael Redlinger, SRTC | [mredlinger@srtc.org](mailto:mredlinger@srtc.org) | 509.343.6370

# SRTC Working Groups

## INFO SHEET

SPOKANE REGIONAL TRANSPORTATION COUNCIL | APRIL 2023

### OVERVIEW

Working groups are one of several different types of advisory groups that SRTC employs to inform its planning work. They support specific projects or programs by providing a forum for stakeholders to collaborate on these planning efforts and share their expertise. This info sheet provides a brief description of their purpose and role, along with details regarding their composition and participation. It also includes a template working group charter to be used by SRTC staff when forming working groups.

### PURPOSE AND ROLE

While the roles of working groups may vary based on the specific needs of a project or program, their general purpose is to provide expertise to SRTC planning efforts where staff decisions can be better informed by additional input. This expertise is often technical in nature; however, it may also be related to community perspectives or any other area where additional knowledge and understanding is useful. Unlike SRTC advisory committees, working groups do not provide formal recommendations to the SRTC Board of Directors, rather their input informs staff and can be shared with advisory committees for their consideration.

### COMPOSITION, PARTICIPATION, AND PROCEDURES

The following list provides some general information regarding composition, participation, and procedural guidelines for SRTC working groups.

- Working groups are typically formed to support an individual planning effort and disbanded upon the completion of that work. However, this is not a requirement as they may support ongoing SRTC programs, such as the Transportation Improvement Program (TIP).
- Regardless of the group's intended duration, membership should be intentionally selected to represent the full range of stakeholders for the planning effort it supports.
- Working groups are not subject to the public open meetings act. Therefore, no quorums or public notification are needed.
- SRTC will develop an agenda for each working group meeting.
- The attached template will be used as a general outline to form a working group.



# [Project Name]

## WORKING GROUP CHARTER

SPOKANE REGIONAL TRANSPORTATION COUNCIL | [DATE]

### OVERVIEW

[Provide a brief description of the project.]

### PURPOSE AND ROLE

[Provide a brief overview of the purpose and role of the working group.]

### ACTIVITIES AND DELIVERABLES

[Provide a list of anticipated working group activities and/or deliverables.]

### COMPOSITION, PARTICIPATION, AND PROCEDURES

[Provide a brief description of any participation guidelines and composition factors, along with a working group roster. Include any details regarding adding and/or removing members.]

### MEETINGS AND TIMEFRAME

[Provide a brief overview and/or timeline of the project that includes anticipated working group meeting dates. As needed, include meeting days, times, lengths, platforms, and any other relevant details.]





# Equity

## WORKING GROUP CHARTER

SPOKANE REGIONAL TRANSPORTATION COUNCIL | JUNE 2023

### OVERVIEW

Spokane Regional Transportation Council (SRTC) and its Board of Directors value diversity, equity, inclusion, and dignity for all. SRTC is committed to equitable delivery of all its programs and services.

In that spirit, the Equity Planning Framework was approved by the Board of Directors in December 2022. The document includes 12 key recommendations for the agency, which were roughly sorted into near-term, mid-term, and longer-term groups for implementation.

One of the near-term recommendations is the establishment of an equity work group or advisory group as a continuing activity. As proposed, the Equity Working Group can help ensure that equity remains a living and evolving part of SRTC's planning process.

This group and its work are reflected in SRTC's 2023-2025 UPWP.

### PURPOSE AND ROLE

#### **Purpose:**

An Equity Working Group is being formed with representatives from the public to provide a forum for representation at SRTC from our area's historically overburdened or excluded communities – whose insight is crucial to our region's success. 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.

#### **Role:**

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.

### ACTIVITIES AND DELIVERABLES

#### **Potential Activities**

This section includes items from SRTC's work plan that 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*.

In addition to processes related to group member onboarding, items listed below in bold, blue text are anticipated near-term priorities for SRTC's work plan. Longer-term, SRTC hopes to work with the Equity Work Group to produce a collaborative work plan.

- **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 qualitative information on vulnerable users of the transportation system as well as safety planning needs in equity areas, - for Safe Streets and Roads for All (SS4A). (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 its 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)**

## COMPOSITION, PARTICIPATION, AND PROCEDURES

### Composition:

Equity planning is about everybody – and the Equity Advisory Group should be a fundamentally inclusive space. Though the following are not requirements, they are aspirations:

- 8-12 regular members, but no upper limit on participation
- Representatives from BIPOC, Hispanic, Low Income, Disability, Urban and Rural (or small town) communities
- Gender diversity
- Youth (e.g. students) and elderly
- Though, at the outset, it may prove challenging to include non-English speakers directly, we should also aim to include voices from Spokane's various cultural communities – such as the Ukrainian/East Slavic and Vietnamese communities



- Caucasian English-speaking voices are also very much welcome. Equity planning is about everybody – and the Equity Advisory Group should be a fundamentally inclusive space
- To the degree possible, we should encourage participation by people who are already plugged-in to their respective communities – such as representatives from nonprofits or individuals with experience in public service and outreach.
- From SRTC, the group should include the Title VI Coordinator and Community Engagement Coordinator. (Not counted towards the number of regular members)
- On a voluntary basis, participants may be asked to review materials between meetings.

#### **Recruiting Members and Onboarding:**

- The Equity Working Group is founded without term limits. Members may stay with the group as long as they're able to contribute.
- If aspirations related to composition have not been met, or if active work group participants are leaving the group, SRTC will engage in outreach to recruit additional participants.
- SRTC should lay the foundation for recruitment by forging (and maintaining) relationships with key messengers. SRTC member agencies, community organizations such as The Zone and Latinas en Spokane, neighborhood councils, and other community organizations can be important points of contact when recruiting new participants.
- Although the working group is fundamentally inclusive, recruitment should nonetheless be done through a participant signup sheet. The sheet should include basic information such as name, street address of home or employer, gender, occupation and/or experience, and race/ethnicity.
- An onboarding session should be held whenever taking on new members.

## **MEETINGS AND TIMEFRAME**

The working group will be continuous. While new members may be recruited each year, there is no end date for convening the working group.

The group does not require a quorum to meet and is not subject to the Open Public Meeting Act. Meetings will not be recorded, but meeting notes will be available for those who missed meetings.

More specific information as proposed:

- Initially, meetings should take place after 5 PM to minimize conflict with citizens' working schedules, but the final meeting schedule for each year should be set by group consensus based on availability. (such as a Doodle poll or similar)



- Meetings should be virtual or hybrid to ensure accessibility for all. (or for as many people as possible)
- An agenda should be produced and distributed prior to each meeting. Agendas should also include the link for virtual participation and can help provide a record of group discussions from meeting to meeting.
- At the end of each meeting, time should be allocated on the agenda for open discussion and Q&A.
- A short survey or comment form could be distributed to participants after each meeting to collect feedback on how we can refine our process and ensure continuous communication.
- In addition to meeting times, additional time may be allocated as requested by group members, and the Title VI coordinator will provide availability for additional conversations.

Group members are expected to maintain positive conduct towards fellow participants and agency staff, and to discuss any disagreements respectfully. Disruptive or combative behavior is not permitted during meetings and is grounds for removal. Threats or harassment towards other group members at any time during or between meetings is grounds for removal.

To: Board of Directors

From: Lois Bollenback, Executive Director

**TOPIC: EXECUTIVE DIRECTOR'S REPORT**

07/06/2023

**Requested Action:**

None. For information only.

**Key Points:**

- **Ongoing/Upcoming Events & Activities**
  - [Unity in the Community](#) – SRTC will staff an information booth and distribute free back-to-school supplies at the annual Unity in the Community multi-cultural celebration at Riverfront Park. (08/12/23)
- **Transportation Funding – Awards & Opportunities**
  - Spotted Road \$22.8M RAISE Grant
  - Call for WSDOT National Highway System Asset Management Program - This statewide competitive funding opportunity is for preserving roadways that are part of the National Highway System (NHS). Approximately \$150M National Highway Performance Program funds are available, maximum awards up to \$10M per project, applications close on 10/05/23.
- **Communications and Public Relations Coordinator**
  - SRTC is in the process of holding the first round of interviews for this position.
- **FHWA Urban Area Boundary Adjustments**
  - The FHWA urban area boundary is revisited every 10 years following the decennial census. WSDOT is facilitating the boundary review process statewide.
  - For the SRTC planning area, staff will coordinate with agency partners to evaluate the urban boundary in accordance with FHWA requirements. SRTC urban boundaries will include the greater Spokane-Spokane Valley area and a separate urban small area for Cheney. Areas outside of these boundaries are defined as rural.
  - Recommended boundary adjustments will be submitted to the WSDOT Urban Boundary Review team.

**Staff Contact:** Lois Bollenback, SRTC | [lbollenback@srtc.org](mailto:lbollenback@srtc.org) | 509.435-3870

## ACTION ITEMS

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**Consent Agenda** – The consent agenda contained May TTC meeting minutes and a recommendation for Board approval of the 2023-2026 Transportation Improvement Program July amendment. A motion to approve the consent agenda passed unanimously.

### **Preservation Call for Projects: Funding Recommendation**

A motion to recommend Board approval to fund projects as shown in the Attachment for the 2023 Call for Preservation Projects by using the strategy outlined in the Supplemental Information document passed unanimously.

### **Congestion Management Process: Regional Objectives and Network**

A motion to recommend Board approval of the proposed regional objectives for congestion management and CMP network as shown in the Attachment passed unanimously.

## INFORMATION & DISCUSSION ITEMS

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### **WSDOT Highway Systems Plan Update**

WSDOT staff shared information about the development and next steps of the Highway Systems Plan update.

### **SRTC/WSDOT-Eastern Region/SRTC Collaboration Pilot Project**

Staff outlined the methodology and data analysis from which 10 safety projects aligned with regional and state objectives were identified.

### **Working Group Update**

Staff summarized work done to define the role of SRTC's working groups more clearly and reviewed the draft charter for the forthcoming Equity Working Group.

### **Draft 2024 Unified List of Regional Transportation Priorities**

Staff reviewed the 2024 Unified List project application process, feedback from state and federal legislators last year, and shared the two options for draft project list. Member discussed:

- The selection process and total number of projects on the 2023 list.
- Creating categories by project type.
- Some members were in support of keeping the list as short as possible. Others expressed support for a longer list, as it demonstrates greater need.

### **Bike Level of Traffic Stress Update**

Staff reported that the data collection and technical analysis is complete. LTS ratings on bike facilities are posted to an online map; members are asked to review and share feedback.

### **Highway Urban Boundary Adjustments**

Staff announced that the Spokane/Spokane Valley and Cheney urban boundaries are under review for adjustment, per the FHWA process following the decennial census. The update process will involve coordination with area jurisdictions.

## **ACTION ITEMS**

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**Consent Agenda** – Consent agenda items included April and May TAC meeting minutes and a recommendation for Board approval of the July TIP amendment. A motion to approve the consent agenda passed unanimously.

### **Preservation Call for Projects: Funding Recommendation**

A motion to recommend Board approval to fund projects as shown in the Attachment for the 2023 Call for Preservation Projects by using the strategy outlined in the Supplemental Information document passed unanimously.

### **Congestion Management Process: Regional Objectives and Network**

A motion to recommend Board approval of the proposed regional objectives for congestion management and CMP network as shown in the Attachment passed unanimously.

## **INFORMATION & DISCUSSION ITEMS**

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### **WSDOT Highway Systems Plan Update**

WSDOT staff summarized the development, outreach, and next steps of the Highway Systems Plan update. There was a comment that with the recent statewide focus on roadway safety, the dollar amount designated towards highway safety seems small.

### **SRTC/WSDOT-Eastern Region/SRTC Collaboration Pilot Project**

Staff outlined the 6 steps of data collection and analysis used to identify 10 safety projects aligned with both regional and state objectives. Members discussed the tools available to SRTC for this project and others.

### **Working Group Update**

Staff explained the objective to more clearly define the role of SRTC's working groups by the creation of charters for each group and shared an overview of the draft charter for the Equity Working Group (scheduled to be implemented later this year). Members are encouraged to share suggestions about good strategies for recruiting Equity Working Group members.

### **Draft 2024 Unified List of Regional Transportation Priorities**

Staff reviewed the 2024 Unified List project application process, provided feedback received from state and federal legislators on the previous version, and shared two project list options – one with 16 projects and the other with 21 projects. Members discussed looking where natural breaks occurred in scoring to help narrow the list is a good practice. They also discussed: including a distribution of projects from around the region; suggested over time reviewing the equity and distribution of project locations, project types and funding allocations to help inform the future process; and the strategic opportunity to include a variety of projects that can access different types of funding.

### **Bike Level of Traffic Stress Update**

Data collection and technical analysis of the regional bicycle network is complete. Staff shared the rating methodology and stated that a map of the LTS ratings is available for review online. Input from members will be accepted until early August. Members discussed the bike lane on Riverside Ave and challenges with vehicles parking in the bike lane.

## 2023 Draft Board Agenda Items

	FOR ACTION	FOR INFORMATION & DISCUSSION
<b>AUG</b>	n/a	n/a
<b>SEP</b>	2024 Legislative Priorities 2024 Unified List Bike Level of Traffic Stress SRTC/WSDOT Safety Pilot Safe Streets and Roads for All Consultant Award Consent Agenda: Minutes, Vouchers, TIP Amendment	2024-2026 Transportation Improvement Program (TIP) TIP Obligation Target Update CY 2024 Budget & Indirect Cost Plan Guest Speaker
<b>OCT</b>	2024-2026 Transportation Improvement Program CY 2024 Budget & Indirect Cost Plan Consent Agenda: Minutes, Vouchers, TIP Amendment	2024 TIP Guidebook Guest Speaker
<b>NOV</b>	2024-2026 Transportation Improvement Program 2024 TIP Guidebook Consent Agenda: Minutes, Vouchers	Congestion Management Process: Network Evaluation and Strategies Guest Speaker