

Spokane Regional Transportation Council – Board of Directors

December 12, 2024, Meeting Minutes

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

1 Call to Order/ Excused Absences

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

In attendance were:

Board Members:

Commissioner Al French, *Spokane County (Chair)*
 Council Member Jennifer Morton, *City of Airway Heights*
 Council Member Vincent Barthels, *City of Cheney*
 Council Member Cris Kaminskas, *City of Liberty Lake*
 Council Member Terri Cooper, *City of Medical Lake*
 Council Member Kitty Klitzke, *City of Spokane*
 Mayor Pam Haley, *City of Spokane Valley*
 Council Member Rod Higgins, *City of Spokane Valley (Vice Chair)*
 Doug Yost, *Major Employer Rep*
 Matt Ewers, *Rail/Freight Rep*
 Commissioner Mary Kuney, *Spokane County*
 Susan Meyer, *Spokane Transit Authority*
 Council Member Cecelia Evans, *Spokane Tribe*
 Char Kay, *WSDOT-ER*
 Kelly Fukai, *WA State Transportation Commission*

Absent Members:

Council Member Diane Pfaeffle, *City of Deer Park*
 Mayor Mike Freeman, *City of Millwood*
 Council President Betsy Wilkerson, *City of Spokane*
 Daniel Clark, *Kalispel Tribe*
 Council Member Micki Harnois, *Small Towns Rep*

Guests:

Sean Messner, *CivTech*
 Karl Otterstrom, *Spokane Transit Authority*
 Wende Wilbur, *Kittelson & Assoc.*
 Barry Greene, *Spokane County*
 Steven Polunsky, *WA Dept. of Commerce*
 Spencer Montgomery
 Ken Knutson, *Spokane Reg. Trans. Man. Ctr.*
 Charles Hansen, *TAC member*
 Kevin Picanco, *City of Spokane*
 Bob Turner, *City of Spokane Valley*

Staff:

Lois Bollenback, *Executive Director*
 Eve McMenemy, *Deputy Executive Director*
 Ryan Stewart, *Principal Trans. Planner*
 Jason Lien, *Principal Trans. Planner*
 Mike Ulrich, *Principal Trans. Planner*
 David Fletcher, *Principal Trans. Planner*
 Michael Redlinger, *Assoc. Trans Planner 3*
 Ben Kloskey, *Assoc. Trans Planner*
 Angel Jackson, *Admin.-Exec. Coord.*
 Savannah Creasey, *Comm.& Pub. Relations*
 Megan Clark, *Legal Counsel*

Chair French stated the following members requested an **excused** absence from the meeting:

- Council Member Diane Pfaeffle, *City of Deer Park*
- Council Member Micki Harnois, *Small Towns Rep*
- Council President Betsy Wilkerson, *City of Spokane*
- Daniel Clark, *Kalispel Tribe*

Mayor Haley made a motion to approve the excused absences. Council Member Higgins seconded the motion. The motion was passed unanimously.

2 Public Comments

There were no public comments.

ACTION ITEMS

3 Consent Agenda

- a) Minutes of the November 2024 Board of Directors Meeting
- b) Vouchers for November 2024
- c) Appointment of Major Employer and Rail/Freight Representatives

Chair French stated that he would like to remove item C, the appointment of representatives to the SRTC Board to address independently.

Ms. Meyer made a motion to approve the November Board of Director's Meeting Minutes and the Vouchers for November. Commissioner Kuney seconded the motion. The motion was passed unanimously.

Commissioner Kuney made a motion to appoint Doug Yost (Major Employer Rep.) and Matt Ewers (Rail/Freight Rep) for the next 3-year term. Ms. Meyer seconded the motion. The motion was passed unanimously.

4 Smart Mobility Plan – Final Report

Mr. Lien reiterated the goal of the smart mobility project, emphasizing the advancement of regional transportation goals. He explained the project's objectives and strategies identified in the Plan, with the committees recommending Board approval of the Plan at their respective meetings last month. He highlighted that TAC members raised concerns about micromobility vehicles obstructing sidewalks and related safety concerns. Next steps include incorporating recommendations into the regional needs assessment for Horizon 2050.

Ms. Meyer made a motion amending the Smart Mobility Plan with the to change the statement in the Plan that the SRTMC is governed by an "operations" board to "executive" board. Mayor Haley seconded the motion. The motion was passed unanimously.

Councill Member Klitzke made a motion to adopt the Smart Mobility Plan as amended. Ms. Kay seconded the motion. The motion was passed unanimously.

5 Resiliency Plan- Final Report

Mr. Lien reviewed the hazards for both natural and man-made events, detailing analysis methodologies, outcome scenarios, and strategies to address identified areas at risk, including I-90, US 2, and other critical infrastructure. He emphasized the importance of keeping the community informed about impacts to the transportation system and identified planning policy solutions.

There were several comments focused on ensuring critical facilities are adequately addressed in the plan. Mr. Lien clarified that while specific corridors may not be directly highlighted, redundant routes to major facilities are supported, and all facilities do not face the same hazard risk.

Commissioner Kuney motioned to approve the Resiliency Plan as presented. Council Member Higgins seconded the motion. The motion was passed unanimously.

#6 CY 2025 Unified List (Federal Version) - Approval

Ms. McMenemy stated that while the state version, which was approved in September, closely resembles the items presented, the priority statements being reviewed today are framed through a federal lens. She informed members that the reauthorization of the federal transportation bill expires in September 2026 and some of these policies are intended to address the potential impacts of its expiration. She discussed the concerns related to safety within the federal legislative priorities and mentioned a proposal to shift funding.

Mr. Fletcher noted that this is the second year developing both state and federal versions of the project list, following feedback from legislators seeking more actionable formats. The draft federal list is identical to the state version approved in September, except for updated funding requests that are intended for federal audiences.

Ms. Meyer made a motion to amend the document to incorporate the reauthorization statement, suggesting that transit should be included. Mr. Higgins seconded the motion.

Discussion continued regarding how best to address incorporating transit language into the policy statements. Ms. Kay reminded the Board that WSDOT develops policy positions independently and that she would abstain from supporting other positions taken by SRTC.

Following this discussion, Ms. Meyer withdrew her initial motion and introduced a new motion to approve the CY 2025 Unified List (Federal Version) with the inclusion of a transit related statement provided by legal counsel and STA. Council Member Higgins seconded the motion. The motion passed, with Ms. Kay from WSDOT abstaining.

#7 Title VI Plan and ADA Updates - Approval

Mr. Redlinger provided an overview of the updates to Title VI and ADA policies, explaining their definitions and the rationale for the changes. He reviewed enhancements to the complaint procedures, including translated versions, designed to help the public file complaints if necessary. The updates, which also include a nondiscrimination statement and provisions for environmental justice, have been posted on the website.

Council Member Barthels motioned to approve the Title VI Plan and ADA Updates as presented. Council Member Klitzke seconded the motion. The motion was passed unanimously.

#8 Washington State Department of Transportation (WSDOT) Consolidated Grant Ranking - Approval

Mr. Redlinger presented an overview of WSDOT's Consolidated Grants Program, which streamlines state and federal funding for Human Services Public Transportation into a unified application process. Volunteers from the TAC and TTC evaluated the projects, while SRTC staff facilitated the process and compiled the final letter grades without being involved in the scoring. Spokane Travel Training received an A grade, and Spokane Mobility Management was awarded a B grade.

Council Member Klitzke motioned to approve the Washington State Department of Transportation (WSDOT) Consolidated Grant Ranking as presented. Ms. Kay seconded the motion. The motion was passed unanimously.

#9 2025 Transportation Improvement Plan (TIP) Guidebook - Approval

Mr. Stewart highlighted updates to the guidebook and timelines, which includes changes to the Call for Projects (CFP) schedule, for the 2027-2029 cycle with \$36 million allocated for the call, adjustments to the preservation cycle from two to three years, and clarifications to the total programmed amount requiring an amendment. He reviewed the investment principles, highlighted key allocations, outlined the CFP schedule beginning in February 2025 with Board approval in July, and presented the 2025 amendment and meeting dates.

Council Member Klitzke motioned to approve the 2025 Transportation Improvement Plan (TIP) Guidebook as presented. Council Member Barthels seconded the motion. The motion was passed unanimously.

INFORMATION & DISCUSSION ITEMS

10 Guest Presenter: Spokane Regional Transportation Management Center (SRTMC)

Mr. Knutson, WSDOT Project Manager-SRTMC, provided an overview of the Spokane Regional Transportation Management Center, detailing its history, organizational structure, and funding sources. He explained the budget breakdown, with 37% being provided from Washington State Department of Transportation (WSDOT), 58% from Surface Transportation Block Grant (STBG) granted by SRTC, and 7% from partner agencies. The primary expenditure focus is on hardware upgrades to support critical systems like signage and infrastructure.

Mr. Knutson also presented an example of event planning and shared how ramp metering has been effective in reducing crashes. Looking ahead, SRTMC is considering expanding ramp metering, improving regional incident response, implementing managed lanes, and introducing variable speed limits to enhance traffic flow and safety.

Ms. Bollenback stated this served as a reminder of the value of SRTC funding decisions, particularly as we approach the Call for Projects next year. The significance of the SRTMC for Spokane Transit Authority was highlighted by Ms. Meyer, noting that the traffic feeds displayed on their walls help improve the region's coordination. The uniqueness of this effort was emphasized by Ms. Kay, underscoring its importance for the Department of Transportation, with a focus on continuing these collaborative efforts moving forward.

12 Executive Director's Report

No comments or questions.

13 Transportation Technical Committee & Transportation Advisory Committee Meeting Summaries

No questions or comments.

14 Board Member Comments

Board members highlighted events in their perspective areas.

15 Chair Comments

Chair French recognized the years of dedicated service and support of Ms. Susan Meyer. Ms. Meyer thanked the Board members and shared that Karl Otterstrom, interim co-CEO, would succeed her on the SRTC Board.

Council Member Higgins expressed gratitude to Chair French for his leadership of SRTC Board during his term as the Chair this year. He also highlighted numerous projects and initiatives completed during his term.

There being no further business, the meeting adjourned at 2:22 PM