



Board of Directors Meeting

Thursday, March 14, 2024 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=SFRkSIRQSHE3UIFpQ3ZFeHJvbWMxdz09>

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/u/kiOsqJNVp>

SRTC welcomes public comments at Board meetings.

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

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

Verbal comments may also be provided during the comment period at the beginning of the meeting.

SRTC is committed to nondiscrimination in accordance with Title VI of the Civil Rights Act of 1964, Civil Rights Restoration Act of 1987 (P.O. 100.259) and the Americans with Disabilities Act. Reasonable accommodations can be requested by contacting the SRTC office by telephone at 509-343-6370 or by email at contact.srtc@srtc.org at least 48 hours in advance.

| Time | Item # | Page # |
|--|---|--------|
| 1:00 | 1 Call to Order/Record of Attendance/Excused Absences | |
| 1:03 | 2 Public Comments | |
| <u>FOR ACTION</u> | | |
| 1:06 | 3 Consent Agenda | |
| | a) Minutes of the February 2024 Board of Directors Meeting | 3 |
| | b) Vouchers for January (revised) and February 2024 | 7 |
| | c) CY 2024-2027 Transportation Improvement Program (TIP) March Amendment | 9 |
| | d) Cooperative Planning 314 Agreement | 14 |
| | e) Transportation Advisory Committee (TAC) Member Appointment | 15 |
| | f) SRTC Website Request for Qualifications | 16 |
| 1:08 | 4 SRTC Office Lease Update (<i>Greg Griffin/Lois Bollenback</i>) | 17 |
| <hr/> | | |
| <u>INFORMATION AND DISCUSSION ITEMS</u> | | |
| 1:18 | 5 Washington State Department of Transportation-Eastern Region: Transportation Priorities (<i>Presentation from WSDOT Regional Administrator</i>) | N/A |
| 1:38 | 6 Data Applications for Transportation Analysis (DATA) Project Update (<i>Mike Ulrich</i>) | 24 |
| 1:48 | 7 2025 Unified List Development & Project Evaluation Criteria (<i>David Fletcher</i>) | 25 |
| 1:58 | 8 Freight Mobility Strategic Investment Board (FMSIB): Solicitation for Project Funding (<i>David Fletcher</i>) | 28 |
| 2:03 | 9 Transportation Performance Management (TPM): New Greenhouse Gas Rule and Targets (<i>Michael Redlinger</i>) | 29 |
| <hr/> | | |
| <u>INFORMATION: No Action or Discussion</u> (<i>Written reports only</i>) | | |
| 2:08 | 10 Executive Director's Report (<i>Lois Bollenback</i>) | 30 |
| | • Ongoing/Upcoming Events and Activities | |
| | • Transportation Funding: Awards and Opportunities | |
| | • Agency Recognitions | |
| | 11 Transportation Technical Committee & Transportation Advisory Committee Meeting Summaries | 31 |
| <hr/> | | |
| <u>DISCUSSION</u> | | |
| 2:10 | 12 Board Member Comments (<i>Chair</i>) | |
| 2:15 | 13 Chair Comments | |
| 2:20 | 14 Adjournment (<i>Chair</i>) | |

Spokane Regional Transportation Council – Board of Directors

February 8, 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 Rod Higgins, *City of Spokane Valley (Vice Chair)*
 Council Member Jennifer Morton, *City of Airway Heights*
 Council Member Kitty Klitzke, *City of Spokane*
 Mayor Pam Haley, *City of Spokane Valley*
 Daniel Clark, *Kalispel Tribe*
 Doug Yost, *Major Employer Rep.*
 Susan Meyer, *Spokane Transit Authority*
 Tiger Peone, *Spokane Tribe*
 Kelly Fukai, *WSTC*
 Heather Trautman, *TTC Chair*

Guests:

Kevin Picanco, *City of Spokane*
 Anna Ragaza-Rourassa, *WSDOT*
 Paul Kropp
 Steven Polunsky, *WA Dept of Commerce*
 Barry Greene, *Spokane County*
 Wende Wilber, *Kittleson and Assoc.*
 Karl Otterstrom, *STA*
 Jane Wall, *CRAB*
 Charles Hansen, *TAC Member*
 Lukas Garcia, *Greater Spokane Valley Chamber*
 Eric Lowe
 S. Montgomery

Board Alternates:

Council Member Paul Dillon, *City of Spokane*
 Commissioner Josh Kerns, *Spokane County*

Staff:

Lois Bollenback, *Executive Director*
 Jason Lien, *Principal Trans. Planner*
 Mike Ulrich, *Principal Trans. Planner*
 David Fletcher, *Principal Trans. Planner*
 Michael Redlinger, *Assoc. Trans. Plan.II*
 Benjamin Kloskey, *Assoc. Trans Plan*
 Savannah Hayward, *Comm. & PR Coord.*
 Greg Griffin, *Admin. Services Manager*
 Angel Jackson, *Admin.-Exec. Coord.*
 Megan Clark, *Legal Counsel*

Absent Members:

Mayor Kevin Freeman, *City of Millwood*

*Vacant, *City of Deer Park*

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

- Paul Schmidt, *City of Cheney*
- Cris Kaminskas, *City of Liberty Lake*
- Terri Cooper, *City of Medical Lake*
- Matt Ewers, *Rail/Freight*
- Micki Harnois, *Small Towns Rep*
- Todd Trepanier, *WSDOT*

Council Member Higgins made a motion to approve the excused absence from the meeting. Ms. Meyer seconded the motion. The motion was passed unanimously.

2 Public Comments

Mr. Lowe delivered remarks based on his prepared document ([Public Comment](#)).

3 Consent Agenda

- a) Minutes of the January 2024 Board of Directors Meeting
- b) Vouchers for December (revised) and January 2024

A clarification to the January 2024 meeting minutes was provided by Ms. Meyer to include: *“when the temperature drops to 32 degrees a passenger will receive fare exception if they inform the bus driver that they are headed to a warming center and cannot afford to pay the fare.”*

Ms. Meyer made a motion to January SRTC Board Minutes as amended. Council Member Klitzke seconded the motion. The motion passed unanimously.

Ms. Meyer made a motion to approve the vouchers as presented. Mr. Higgins seconded the motion. The motion passed unanimously.

4 Transportation Performance Management: PM1 - Safety Targets

Mr. Ulrich is seeking approval of Resolution R-24-05 establishing annual performance targets for safety. He provided an overview of the Highway Safety Improvement Program (HSIP) funding rotation and the corresponding allotments within the designated timeframe. Each of the safety measures were discussed across five metrics, with each metric reviewed in detail. Mr. Ulrich emphasized an increase in fatalities and noted that the trend lines for all five safety measures are trending in the wrong direction.

The Washington State Department of Transportation's (WSDOT) "Target Zero" initiative was highlighted, detailing how this target is identified and pursued.

There were no questions.

Council Member Klitzke motioned to approve Resolution 24-05: Transportation Performance Management: PM1 as presented. Ms. Meyer seconded the motion. The motion was passed unanimously.

5 Regional Safety Action Plan

Mr. Ulrich provided an overview of the Safe Streets 4 All (SS4A) grant, which has allocated \$813 million across 385 grants. He detailed the eligibility criteria for implementation grants and outlined the components of the action plan, which form the basis for project scope.

The issuance of a Request for Proposal (RFP) for consultant support and the establishment of a steering committee to guide the project were discussed. Ms. Wilber, Kitleson & Associates, presented insights from fatal and severe injury maps, identified qualifiers for the Safe System approach, and offered a schedule and timeline for project progression.

Key trends fatal or serious injury incidents were highlighted, including automobile runoffs, pedestrian crossings, and motorcyclist accidents. Speed was underscored as a significant factor in motorcyclist incidents. Maps depicting age and transportation type of those involved were reviewed, with DUI incidents comprising 20% of cases (not marijuana-related).

There was a robust discussion and here are some of the key points:

- There was an inquiry about the need for a detailed review of the purple mapped items. This was identified for use in the assessment and based on severity of the crash.
- An explanation of the complexity of assessing the future growth projects for this area included evaluating road volume.
- There was an emphasis made on the importance of discussing changes that are needed to meet targets and an analysis expanding available funds.
- The data records sourced from the Department of Transportation (DOT) does not account for scooters. It was noted that Paris, France has moved to outlaw scooters for safety reasons and expressed curiosity about its potential impact locally.

6 WA State County Road Administration Board (CRAB) Presentation

Ms. Wall, the Executive Director of CRAB, conducted a comprehensive review of the agency's structure and funding sources. The review highlighted the infrastructure networks covered by the agency and emphasized unmet needs within these networks. Additionally, the historical purpose of the company was discussed, including its oversight of items such as the fuel tax and provision of technical training. Various funding programs, including RAP, CAPP, CFCIP, and ELP, were examined in detail, with attention given to their historical contexts. It was noted that the 49.4 cent fuel tax for Washington State is distributed unevenly across counties, with rates increasing from 23 cents in 1999 to 49.4 cents in 2019. Despite the rising tax rates, there has been a lack of proposed alternatives in legislative discussions.

The allocation of fuel tax revenue over the past decade was reviewed, revealing challenges in proposing alternative funding mechanisms. Paving roadways costs have escalated due to increases in material and labor expenses, while the 50/50 partnership model has shown diminishing support over time. Furthermore, some counties face challenges related to commercial parking availability, rendering the commercial parking tax an unsuitable funding option in those areas. Grant programs managed by the agency face high demand, with over \$100 million managed biennially, underscoring the need for sustainable funding solutions.

The Board member comments included:

- The amount of gravel and other paved roadways are included in the amount of lane miles in the state. However, the limited amount of funding for King County roads has caused several of the roadways to go back to dirt.
- The definition of "orphaned" county road was given to mean the road has been annexed on both sides (local; state; and federal)

7 SRTC Office Lease update

Mr. Griffin reviewed the latest office lease and various options for the SRTC office location. He highlighted multiple sites that were reviewed and toured by staff while eliminating locations that did not meet the basic needs or requirements. The list of properties was reduced from 14 possibilities to two best options based on the assessment.

Executive Session: Chair French called for an Executive Session to last for 10 minutes for the purpose of discussing the property leasing options. The session was extended for an additional 5 minutes before reconvening the meeting.

Once the meeting resumed, Chair French stated this will be brought back for action at a later SRTC Board meeting.

8 Cooperative Planning 314 Agreement

Ms. Bollenback emphasized the collaborative efforts between SRTC as a Metropolitan Planning Organization (MPO), Department of Transportation (DOT), and Spokane Transit Authority in coordinating an agreement as required by 23 CFR 450.314, known as the 314 Agreement. This collaborative planning process has been ongoing for several years, with the existing agreement dating back to 2013. However, due to changes in staffing and other pertinent factors, an update to the agreement is deemed necessary.

A marked-up copy was not provided due to the extent of the changes, however, a link to the draft document was provided to members for review. SRTC is responsible for ensuring the information remains current and relevant. This agreement encompasses various aspects of work and data exchange, necessitating clear outlines and sharing protocols to fulfill respective obligations. To ensure the document remains current, a scheduled review cycle set at five years has also been added. Details of the Planning agreement have potential budget impacts to SRTC, therefore it is being presented to the board for approval.

A question was posed regarding a review by the advisory committees and the board was informed that this agreement does not involve the work of the committees and did not receive their review.

9 Board Comments

Chair French introduced the newest SRTC Associate Planner: Benjamin Kloskey.

There was a question posed about the status of the Metropolitan Transportation Plan (MTP) which is a long-range plan. Initial planning activities are underway to prepare for the 2025 MTP update; the Board and committees will be frequently updated throughout the process. It will be available for review once completed.

There is a call for projects anticipated in March to be issued by the Freight Mobility Strategic Investment Board (FMSIB).

13 Adjournment

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

Angel Jackson, Clerk of the Board

VOUCHERS PAID FOR THE MONTH OF JANUARY 2024

| <u>Date</u> | <u>Voucher</u> | <u>Vendor</u> | <u>Description</u> | <u>Amount</u> |
|-------------|--------------------|--------------------------------------|--|----------------------|
| 1/2/24 | V122274 | Rehn & Associates | Q-1 2024 Agency H.S.A. contributions LB, | 3,500.00 |
| 1/12/24 | V122275 | Visionary Communications, Inc. | Fiber Services, Jan 2024 | 981.96 |
| | V122276 | Acranet | New staff background check | 52.50 |
| | V122277 | Rehn & Associates | Staff Payroll Deduction Health Ins Contrib | 493.00 |
| | V122278 | WA State Dept of Retirement | Employee and Employer Contributions: D | 13,414.26 |
| | V122279 | Intermax Networks | VOIP telecom January 2024 | 261.33 |
| | V122280 | Association of WA Cities | 2024 Membership dues and fees | 1,183.03 |
| | V122281 | Associated Industries | Q1 2024 membership dues | 420.00 |
| | V122282 | Spokesman Review | Adv TIP amendment | 137.46 |
| | V122283 | ESRI | ArcGIS annual renewal thru 1/19/25 | 18,997.62 |
| | V122283 | ESRI - CORRECTED | ArcGIS annual renewal thru 1/19/25 | 20,809.22 |
| 1/26/24 | V122284 | Rehn & Associates | Admin fee Dec '23 | 75.00 |
| | V122285 | Intrinium | Managed IT Services - Mnthly Jan; O365 s | 2,504.08 |
| | V122286 | Kittelson & Associates | SS4A Consultant Svcs 10/25/23-11/30/23 | 21,279.95 |
| | V122287 | Rehn & Associates | Staff Payroll Deduction Health Ins Contrib | 495.00 |
| | V122288 | EMLVO P.C. | Dec legal svcs: Board mtg; ETS sub-recipe | 3,625.00 |
| | V122288 | EMLVO P.C. - CORRECTED | Dec legal svcs: Board mtg; ETS sub-recipe | 225.00 |
| | V122289 | ESRI | ArcGIS annual online creator subscription | 1,199.00 |
| | V122290 | Diamond Plaza LLC | Paulsen Center Suite 500/504 Lease for Fe | 6,865.64 |
| | V122290 | Diamond Plaza LLC - CORRECTED | Paulsen Center Suite 500/504 Lease for Fe | 7,023.76 |
| | V122291 | AWC Employee Benefit Trust | February '24 Benefit Insurance Premiums | 11,321.02 |
| | V122292 | WA State Auditor's Office | CY '22 Federal/Financial Audit - Billing #8 | 128.10 |

Reimbursement(s) - -

Salaries/Benefits Pay Periods Ending: 1/06/24 & 1/20, 92,469.31

12/31/23 Spokane County Treasury Monthly SCIP fee - December 2023 19.69

TOTAL January 2024 177,992.67

Recap for January 2024:

Vouchers: V122274 - V122292 85,503.67

~~Vouchers: V122274 - V122292 86,933.95~~

Salaries/Benefits Pay Periods Ending: 1/06/24 & 1/20, 92,469.31

Spokane County Treasury Monthly SCIP fee - December 2023 19.69

177,992.67

As of 3/14/24, the Spokane Regional Transportation Council Board of Directors approves the payment of the **REVISED** January 2024 vouchers included in the list in the amount of: ~~\$179,422.95~~ **\$177,992.67**

VOUCHERS PAID FOR THE MONTH OF FEBRUARY 2024

| <u>Date</u> | <u>Voucher</u> | <u>Vendor</u> | <u>Description</u> | <u>Amount</u> |
|----------------------------|----------------|--------------------------------|---|-------------------|
| 2/9/24 | V122293 | Avista Utilities | WA Dept of Commerce ETS Grant pass thru for site #'s 5, 6, 8, 30, 35 | 39,546.00 |
| | V122294 | Visionary Communications, Inc. | Fiber Services, Jan 2024 | 981.96 |
| | V122295 | Pacific Office Automation | Copier Lease/Usage December 2023 | 150.59 |
| | V122296 | Rehn & Associates | Staff Payroll Deduction Health Ins Contributions: Pay Period 2024-03 | 493.00 |
| | V122297 | WA State Dept of Retirement | Employee and Employer Contributions: January 2024 | 15,799.49 |
| | V122298 | Intermax Networks | VOIP telecom January 2024 | 221.79 |
| | V122299 | Washintgon Trust Bank | Softwr subscptns; Office splys/eqpt; Virtual mtg subscptn; staff regs; webnrs/conf trvl | 3,112.59 |
| | V122300 | Rehn & Associates | Q-1 2024 Agency H.S.A. contribution new staff BK | 346.15 |
| | V122301 | Lois Bollenback | LB Travel reimb airfare, ground transp, per diem GSI Oly, WA 1/17-1/19/24 | 894.97 |
| 2/23/24 | V122302 | EMLVO P.C. | Jan legal svcs: Board mtg; Comms with Staff re ILA/elections; contract template | 2,225.00 |
| | V122303 | Rehn & Associates | Admin fee Jan '23 | 75.00 |
| | V122304 | Intrinium | Managed IT Services - Mnthly Jan; O365 software | 2,635.29 |
| | V122305 | Avista Utilities | WA Dept of Commerce ETS Grant pass thru for site #'s 17, 24, 40, 46 | 271,751.28 |
| | V122306 | Rehn & Associates | Staff Payroll Deduction Health Ins Contributions: Pay Period 2024-04 | 493.00 |
| | V122307 | Kittelson & Associates | SS4A Consultant Svcs 12/01/23-12/21/23 | 31,143.15 |
| | V122308 | Pacific Office Automation | Copier Lease/Usage January 2024 | 199.62 |
| 2/29/23 | V122309 | Diamond Plaza LLC | Paulsen Center Suite 500/504 Lease for March 2024 | 7,023.76 |
| | V122310 | AWC Employee Benefit Trust | March '24 Benefit Insurance Premiums | 11,343.28 |
| | | Reimbursement(s) | Staff reimbursement of erroneous credit card charge | (24.57) |
| | | | Salaries/Benefits Pay Periods Ending: 2/03/24 & 2/17/24 | 92,441.03 |
| 1/31/24 | | Spokane County Treasury | Monthly SCIP fee - January 2024 | 22.98 |
| TOTAL February 2024 | | | | 480,875.36 |

| Recap for February 2024: | | |
|---|--|-------------------|
| Vouchers: V122293 - V122310 | | 388,411.35 |
| Salaries/Benefits Pay Periods Ending: 2/03/24 & 2/17/24 | | 92,441.03 |
| Spokane County Treasury Monthly SCIP fee - January 2024 | | 22.98 |
| | | 480,875.36 |

As of 3/14/24, the Spokane Regional Transportation Council Board of Directors approves the payment of the February 2024 vouchers included in the list in the amount of: **\$480,875.36**

To: SRTC Board Members 03/07/2024
From: Ryan Stewart, Principal Transportation Planner
TOPIC: CY 2024-2027 TRANSPORTATION IMPROVEMENT PROGRAM (TIP) MARCH AMENDMENT

Requested Action:

Adopt Resolution 24-06 approving CY 2024-2027 TIP March Amendment.

Key Points:

Eleven projects are included in the March Amendment to the CY 2024-2027 TIP. Please see the **Attachment** and **Supporting Information** for more details.

| AGENCY | PROJECTS |
|------------------------|---|
| City of Spokane | <ul style="list-style-type: none">• Scott Elementary Sidewalk (remove project – obligated)• Bridge Deck Repair Bundle (add new project) |
| City of Spokane Valley | <ul style="list-style-type: none">• Argonne I-90 Bridge (PE Only) (remove project – obligated)• S Sullivan Preservation (8th - 24th) (add new project)• Sprague Preservation at SR 27 (add new funding to existing project) |
| Spokane County | <ul style="list-style-type: none">• Little Spokane Drive Bridge No.3704 Replacement (remove project – obligated)• Country Homes Boulevard Preservation (add new project)• Market Street Preservation (add new project) |
| Spokane Transit | <ul style="list-style-type: none">• Fixed Route Bus Purchase (5339) (adjust funding for existing project) |
| WSDOT - Eastern | <ul style="list-style-type: none">• US 395/Hatch Rd to Hamilton Rd – Paving (remove obligated PE phase)• US 195/Cornwall Rd to Cheney-Spokane Rd - NB Lanes Only – Paving (add new project) |

Board/Committee Discussions:

The proposed March amendment was presented to the TAC and TTC at their February meetings. Both committees unanimously recommended Board approval of the TIP amendment.

Public Involvement:

The proposed March amendment was published for a public review and comment period from 02/12/24 through 02/21/24. On 02/12/24 notice of the amendment was published in the Spokesman Review, posted to the SRTC website (www.srtc.org) and social media platforms. No public comments were received.

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

| 2024-2027 Transportation Improvement Program | | | | | |
|--|---|--------------------|-------------------|-------------|------------------|
| March Amendment (24-03) | | | | | |
| Project Title | | | Amendment | | |
| Agency | Amendment Description | Funding Adjustment | | New Project | Existing Project |
| City of Spokane | Scott Elementary Sidewalk Remove PE phase, obligated in December 2023. | Federal | No funding change | | ✓ |
| | | State | | | |
| | | Local | | | |
| | | Total | | | |
| City of Spokane | Bridge Deck Repair Bundle Bundled bridge preventative maintenance project comprised of four bridges: Greene St., Freya at SIRR, Freya at BNRR, and Havana St. Work includes deck sealing and a thin polyester concrete overlay to seal and protect the bridge deck surface. | Federal (BR) | \$ | 4,665,400 | ✓ |
| | | State | | | |
| | | Local | | | |
| | | Total | \$ | 4,665,400 | |
| City of Spokane Valley | Argonne I-90 Bridge (PE Only) Remove project, funds obligated in September 2023. | Federal | No funding change | | ✓ |
| | | State | | | |
| | | Local | | | |
| | | Total | | | |
| City of Spokane Valley | S Sullivan Preservation (8th - 24th) Pavement repair, overlay, fill sidewalk gaps, ITS facilities, and elevation of sidewalk crossing improvements on 12th Ave. | Federal (NHPP) | \$ | 3,957,000 | ✓ |
| | | State | | | |
| | | Local | \$ | 500,000 | |
| | | Total | \$ | 4,457,000 | |
| City of Spokane Valley | Sprague Preservation at SR 27 Added NHS (NHPP) Funds. Updated Total Project Cost. Moved CN to 2026. | Federal (NHPP) | \$ | 1,347,000 | ✓ |
| | | State | | | |
| | | Local | | | |
| | | Total | \$ | 1,347,000 | |
| Spokane County | Little Spokane Drive Bridge No.3704 Replacement Remove project, funds obligated in September 2023. | Federal | No funding change | | ✓ |
| | | State | | | |
| | | Local | | | |
| | | Total | | | |

BR Federal Local Bridge Funding Program

NHPP National Highway System (NHS) Asset Management Program

2024-2027 Transportation Improvement Program (cont')

March Amendment (24-03)

| Agency | Project Title Amendment Description | Funding Adjustment | Amendment | | |
|----------------------|---|--------------------|---------------------|------------------|---|
| | | | New Project | Existing Project | |
| Spokane County | Country Homes Boulevard Preservation Grind and inlay, extend and widen bike lane, and upgrade curb ramps. | Federal (NHPP) | \$ 1,586,000 | ✓ | |
| | | State | | | |
| | | Local | | | |
| | | Total | <u>\$ 1,586,000</u> | | |
| Spokane County | Market Street Preservation Overlay roadway, widen shoulders, and upgrade to crosswalks and curb ramps. | Federal (NHPP) | \$ 2,359,000 | ✓ | |
| | | State | | | |
| | | Local | | | |
| | | Total | <u>\$ 2,359,000</u> | | |
| Spokane Transit | Fixed Route Bus Purchase (5339) Adjustment to the total amount of secured funding for 2024. | Federal (5339) | \$ 4,164,206 | | ✓ |
| | | State | | | |
| | | Local | \$ 1,041,050 | | |
| | | Total | <u>\$ 5,205,256</u> | | |
| WSDOT Eastern Region | US 395/Hatch Rd to Hamilton Rd - Paving PE phase removed since funds were obligated in 2023. | Federal | No funding change | | ✓ |
| | | State | | | |
| | | Local | | | |
| | | Total | | | |
| WSDOT Eastern Region | US 195/Cornwall Rd to Cheney-Spokane Rd - NB Lanes Only - Paving Adding project in preparation for 2024 construction. | Federal (NHPP) | \$6,227,652 | ✓ | |
| | | State | \$127,095 | | |
| | | Local | | | |
| | | Total | <u>\$6,354,747</u> | | |

BR Federal Local Bridge Funding Program

NHPP National Highway System (NHS) Asset Management Program

5339 Federal Transit Administration (FTA) Section 5339 Funding

Supporting Information

TOPIC: 2024-2027 TRANSPORTATION IMPROVEMENT PROGRAM (TIP) MARCH AMENDMENT

- The TIP is a programming document that identifies specific projects and programs to be implemented during the upcoming four years. Any project with federal funds from the Federal Highway Administration (FHWA) or Federal Transit Administration (FTA), as well as any regionally significant projects, must be included in the TIP.
- After a TIP has been incorporated into the Washington State TIP (STIP), project changes can be requested by local agencies. Minor changes can be made administratively by SRTC staff. Significant changes must be made through the amendment process, which requires a 10-day public comment period and action by the SRTC Board of Directors.
- The TIP serves as an important tool in implementing the goals, policies, and strategies identified in Horizon 2045, SRTC's long-range plan. As such, any projects included in the TIP, including projects added through monthly amendments, must be consistent with Horizon 2045.
- Consistency with Horizon 2045 includes a demonstration of financial constraint and conformity with regional air quality plans. The proposed January 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 March amendment will be incorporated into the STIP on or around 04/19/2024.

RESOLUTION
of the BOARD OF DIRECTORS of the
SPOKANE REGIONAL TRANSPORTATION COUNCIL
R-24-06

**AMENDING THE CY 2024-2027 TRANSPORTATION IMPROVEMENT PROGRAM (TIP)
FOR MARCH 2024**

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 2024-2027 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 2024-2027 TIP on 10/12/2023.

NOW, THEREFORE BE IT RESOLVED, that the Board of Directors of the Spokane Regional Transportation Council adopts the proposed amendment to the CY 2024-2027 TIP to be incorporated into the Statewide Transportation Improvement Program (STIP) of Washington State, as documented in Attachment 1.

ADOPTED: March 14, 2024

Al French, Commissioner, Spokane County
Chair, SRTC Board of Directors

ATTEST

Angel Jackson, SRTC
Clerk of the Board

To: SRTC Board of Directors

03/07/2024

From: Eve McMenemy, Deputy Executive Director

TOPIC: COOPERATIVE PLANNING 314 AGREEMENT

Requested Action:

Authorize the Executive Director to execute the Cooperative Planning 314 Agreement, GCB # 4019.

Key Points:

- SRTC, the Washington State Department of Transportation (WSDOT), and Spokane Transit Authority (STA) maintain a Cooperative Planning “314” Agreement outlining shared responsibilities in carrying out the metropolitan transportation planning process in accordance with 23 CFR 450.314.
- Upon execution, the revised Agreement will replace the prior Agreement dated January 15, 2013.
- The revised draft Agreement, accessible through the provided link [here](#), utilizes more straightforward and practical language, outlines the specific obligations of each agency, and details collaborative coordination of planning efforts. .
- The revised agreement also addresses a new aspect of planning responsibility, Transportation Performance Management. It also covers areas such as coordinating planning studies, data sharing, community engagement, work plans, financial planning, and establishing a dispute resolution process.
- Collaborative efforts from leadership representing each of the three agencies have shaped this update, over a five-month-long process of refinement.
- Moving forward, the Agreement is set for review every four years to consider potential amendments and ensure its continued relevance.

Board/Committee Discussions:

This Board was given a presentation on this topic at their 02/08/2024 meeting.

Public Involvement:

All board meetings are open to the public.

Staff Contact: Eve McMenemy, SRTC | evemc@srtc.org | 509.343.6370

To: Board of Directors 03/07/2024
 From: David Fletcher, Principal Transportation Planner
 Topic: **Transportation Advisory Committee (TAC) Member Appointment**

Requested Action:

Approval of the recommended Transportation Advisory Committee member to begin serving at the 03/27/24 TAC meeting, as noted in the table below:

| <u>Name</u> | <u>Affiliation / Perspective</u> | <u>Status</u> |
|-------------|----------------------------------|---------------|
| David Eash | Private citizen | New member |

Key Points:

- The TAC is established by the SRTC Board through Resolution R-22-01 to provide a broad community perspective on the transportation activities and priorities of SRTC and to advise the Board on regional transportation related matters.
- The TAC is comprised of 14 members that are each appointed to serve 2-year terms from the date of appointment and subject to approval by the SRTC Board.
- The appointment of five new TAC members was approved by the SRTC Board at their 01/11/24 meeting.
- One additional member has reached the end of their 2-year appointment and elected to not continue serving on the TAC.
- SRTC staff reviewed the applications of four previously identified replacement candidates, using the screening criteria established in 2021, and has recommended a new member as indicated in the table above. The TAC recommendation is based on several considerations, such as geographic and candidate diversity, areas of interest, and expertise.

Board/Committee Discussions:

The TAC application was updated through Board and Committee discussions in 2021. This same application was used for the current round of recruitment.

Public Involvement:

Notification occurred through various public channels to create community awareness about TAC member recruitment.

Staff Contact: David Fletcher, SRTC | dfletcher@srtc.org | 509.343.6370

To: SRTC Board of Directors 03/07/2024
From: Savannah Hayward, Communications and Public Relations Coordinator
Topic: **SRTC Website Request for Qualifications**

Requested Action:

Approval to release Request for Qualifications (RFQ) for potential SRTC website consultants.

Key Points:

- The SRTC Board of Directors adopted the 2024-2025 Unified Planning Work Program on June 8, 2023, which identifies updating the SRTC website under tasks 2 and 4.1.
- On October 12, 2023, the SRTC Board of Directors adopted the Calendar Year 2024 budget, which includes \$30,000 for updating the SRTC website. This project is anticipated to be completed by December 2024.
- SRTC plans to release a RFQ from qualified consultants with expertise in website development, design, and user experience.
- The website underwent minor updates in 2016-2017 by the marketing firm SE7EN.

Board/Committee Discussions:

This is the first time this topic has been discussed.

Public Involvement:

While a formal public comment period is not required for UPWP documents, SRTC actively sought public input. The draft UPWP was posted to the SRTC website on 04/10/23. Notice about the public draft was posted to social media and sent to local media outlets. All Board and committee meetings, at which the draft 2024-2025 UPWP was discussed, were open to the public.

More Information:

For detailed information contact Savannah Hayward at shayward@srctc.org or 509.343.6370.

To: Board of Directors

03/07/2024

From: Greg Griffin, Administrative Services Manager

TOPIC: SRTC Office Lease Update

Requested Action:

Approval of Paulsen Building Office Lease Amendment #2 and authorization for the Executive Director to execute the Amendment., see **attachment**.

Key Points:

- The SRTC office lease for suites 500 and 504 in the Paulsen Building will expire on 5/31/2024.
- Based on an initial review of options, the Administrative Committee directed staff to work with NAI Black to further research the availability of office spaces for a lease that will commence 6/01/2024. Staff reviewed a listing of available office spaces (10 addresses/42 offices) and visited 3 sites offering 8 available spaces.
- Based on the site visits, staff identified two options for further consideration. NAI Black initiated Letters of Intent to negotiate on the two sites identified as suitable locations pending board review and discussion.
- Staff presented an update regarding the lease process and options to the SRTC Board at the February 2024 Board meeting during an Executive Session.
- SRTC staff and SRTC legal counsel worked with Paulsen Building management to draft lease Amendment #2 to continue SRTC operations as a tenant of the Paulsen Building.
- The terms of the amended lease are a seven-year term commencing 6/1/24 for Paulsen Suite 500. Paulsen Suite 504 will be managed by the Paulsen Building as a building conference room. SRTC will have use of Suite 504 for Board, TTC and TAC meetings for two years at no cost. At the end of the two years SRTC has the option of again leasing Suite 504.

Board/Committee Discussions:

The Administrative Committee met and was updated regarding a new SRTC office lease on 06/08/23, 7/13/23, 8/24/23, 10/3/23 & 12/14/23. Updates were provided to the board as part of the Executive Directors Report. An update on the lease issue was presented at the SRTC Board meeting on 2/8/24 with additional discussion taking place in Executive Session.

Public Involvement:

All Board and committee meetings are open to the public.

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



SECOND AMENDMENT TO LEASE

THIS SECOND AMENDMENT TO LEASE dated the 15th day of March, 2024 by and between Diamond Plaza, LLC as Landlord and Spokane Regional Transportation Council as Tenant.

RECITALS

WHEREAS, Landlord and Tenant entered into a lease ("Lease") dated **July 10, 2015**, as amended by the First Amendment to Lease dated **November 18, 2016**, for the premises located at 421 W. Riverside, Spokane WA and more particularly described in said Agreement, as Premises; and,

WHEREAS, Landlord and Tenant mutually desire to Amend the terms and duration of the Lease.

NOW THEREFORE, for good and valuable consideration, the sufficiency of which is hereby acknowledged, Landlord and Tenant do agree as follows:

1 ORIGINAL AGREEMENT

The Agreement entitled "Lease Agreement" dated July 10, 2015, as amended, between the Parties to this "Second Amendment to Lease" is hereby incorporated by reference as if fully set forth herein. This subsequent Second Amendment is considered to be an amendment of the Lease Agreement. Nothing contained herein shall be construed as revoking or otherwise altering any of the provisions found in the Lease Agreement, except as expressed herein. This Second Amendment is intended to fully replace and supersede all terms of the First Amendment to Lease dated November 18, 2016.

2 AMENDMENT

Section 1 of the Lease Agreement entitled "Basic Lease Information" is hereby amended as follows.

c. Whereby Tenant desires to **downsize** its Premises on the 5th floor of the Building and return to Landlord the space known as Suite 504 as indicated on the floor plan attached hereto. Tenant will lease the Premises known as Suite 500.

d. "Rentable Square Footage of the Premises" shall be deemed to be approximately 4,251 square feet.

e. "Base Rent":

| <u>Lease Dates</u> | <u>Total Base Rent</u> |
|------------------------------|------------------------|
| June 1, 2024 – June 30, 2024 | Free Rent Period |
| July 1, 2024 – May 31, 2025 | \$5,800.00 per month |
| June 1, 2025 – June 30, 2025 | Free Rent Period |
| July 1, 2025 – May 31, 2026 | \$5,916.00 per month |
| June 1, 2026 – May 31, 2027 | \$6,034.00 per month |
| June 1, 2027 – May 31, 2028 | \$6,155.00 per month |
| June 1, 2028 – May 31, 2029 | \$6,278.00 per month |
| June 1, 2029 – May 31, 2030 | \$6,435.00 per month |
| June 1, 2030 – May 31, 2031 | \$6,596.00 per month |

g. "Tenant's Pro Rata Share": Currently, 1.95%

- h. "Term": a period of **Eighty-Four (84)** months
- i. "**New** Commencement Date" of the Term shall be **June 1, 2024** and, unless terminated early in accordance with the Lease, end on **May 31, 2031**.

EXHIBIT B

TENANT IMPROVEMENTS

Tenant agrees to accept the Premises in its current, "as-is" condition.

PARKING AGREEMENT

Effective **June 1, 2024**, Landlord agrees to provide Tenant with one (1) parking pass in the Paulsen Center garage free of charge throughout the lease term. In addition, Landlord agrees to contribute **\$1,425.00** per month towards monthly parking in any surface parking lot(s) operated by Diamond Parking throughout the lease Term. Such allowance will cover anticipated increases for the first two (2) years of the lease Term.

OTHER

Landlord agrees to retain Suite 504 and its contents as a building conference room for two (2) years, beginning June 1, 2024. Tenant may use the conference room free of charge and has priority scheduling for the monthly meetings of the SRTC Board of Directors, the Technical Transportation Committee (TTC), and the Transportation Advisory Committee (TAC). Landlord shall manage the scheduling of Suite 504 and shall have the right to rent the space as a conference room to other tenants in the building at a fee determined by Landlord. At the end of the two year term, specified in this section, Tenant shall have the First Right of Offer to lease Suite 504 at a negotiated rate. Should Tenant opt to not lease Suite 504, Landlord shall be free to change the use of Suite 504 and lease as office space.

Upon the Commencement Date of this Second Amendment to Lease, Tenant shall be released from all obligations for Suite 504.

OPTION TO EXTEND

1) **Option to Extend**. Landlord grants Tenant **one (1)** option (the "**Extension Option**") to extend the Term for an additional **five (5) years** ("**Option Term**"), subject to the terms of this Special Provision.

a) **Conditions of Option**. The Extension Option is subject to the following conditions:

i) The rights contained in this Special Provision shall be personal to the Tenant and may be exercised only by the Tenant (and not any other assignee, subtenant, or other transferee of Tenant's interest in the Lease except for Permitted Transferees per Section XII. E.).

ii) Tenant shall not be in default when it exercises the Extension Option or at the commencement of the Option Term, nor shall Tenant have been in material default under the Lease (regardless of whether such default was ultimately cured) more than three (3) times during the Lease Term. Whether a default is material is in Landlord's reasonable discretion, but shall include without limitation, failure to pay Rent when due.

iii) If Tenant properly exercises the Extension Option and all conditions set forth in this Special Provision are satisfied, the Term shall be extended for the Option Term. If the Extension Option is not exercised by Tenant, then all options covering any future periods shall be null and void.

b) **Exercise of Extension Option.** Tenant must exercise the Extension Option, if at all, only at the time and in the manner provided in this Special Provision.

i) If Tenant wishes to exercise the Extension Option, Tenant shall deliver written notice ("**Interest Notice**") to Landlord no less than **six (6) months** before the expiration of the initial Term.

ii) Within thirty (30) days after Landlord's receipt of Tenant's Interest Notice, Landlord shall deliver notice ("**Option Rent Notice**") to Tenant stating the Option Rent, based upon Landlord's determination of the market rental value of the Premises as of the commencement date of the Option Term.

iii) If Tenant wishes to exercise the Extension Option, Tenant must, on or before the date occurring thirty (30) days after Tenant's receipt of the Option Rent Notice, exercise the Extension Option by delivering written notice ("**Exercise Notice**") to Landlord. If Tenant does not wish to exercise the Extension Option for any reason, it must deliver written notice to Landlord withdrawing its Interest Notice within the time period specified in this section.

iv) If Tenant wishes to contest the Option Rent stated in the Option Rent Notice, Tenant must provide, with the Exercise Notice, written notice to Landlord that Tenant objects to the stated Option Rent and include Tenant's determination of the fair market rental value of the Premises. If Tenant provides such written objection and includes Tenant's determination of fair market rental value, the Option Rent shall be determined in accordance with the procedure set forth in this Special Provision below for determining fair market rental value. Otherwise, the Option Rent shall be as set forth in the Option Rent Notice.

v) If Tenant fails to deliver a timely Interest Notice or Exercise Notice, Tenant shall be considered to have elected not to exercise the Extension Option. Notice must comply with Section 50 of the Lease Agreement.

c) **Amendment to Lease.** If Tenant timely exercises its Extension Option, Landlord and Tenant shall, within thirty (30) days after the Option Rent is determined under this Special Provision, execute an amendment to the Lease extending the Term on the terms and conditions set forth herein. .

d) **Determination of Minimum Rent.** If Landlord and Tenant are unable to agree on the Base Rent for any Option Term, the Base Rent shall be the fair market rental value of the Premises (at least commensurate with rents typical of other, similar space), including amenities offered, but in no event shall the Base Rent be less than the Base Rent for the immediately preceding rental period. If each party makes a timely determination of the fair market rental value, those determinations shall be submitted to arbitration as provided herein. Such arbitration shall commence as soon as practicable following the Exercise Notice. Tenant may withdraw its Extension Option if Tenant does not wish to arbitrate the Base Rent. Tenant shall provide notice of its withdrawal as soon as reasonably practicable, but no later than fifteen (15) days before any scheduled arbitration.

If there is an arbitration, the determination of the arbitrator(s) shall be limited to the sole issue of whether Landlord's or Tenant's submitted fair market rental value is the closest to the actual fair market

rental value as determined by the arbitrator(s) in accordance with the limitations set forth herein. Such annual Base Rent shall be payable in equal monthly installments in advance on the first day of each month.

The parties shall agree to a single arbitrator, whose decision shall be final, conclusive, and binding upon both parties, subject to the minimum limitations set forth herein. The arbitrator shall ascertain the fair market rental value of the Premises. The arbitrator shall assume for purposes of their appraisal that the Premises are available for immediate utilization to the greater of the use then being made of the Premises by Tenant or the then-highest and best use therefore. Subject to the foregoing provisions, the process or method of appraisal shall be that receiving general acceptance among competent, experienced and recognized appraisers in the field of real estate valuation in the State of Washington.

If, and whenever the fixing of such fair market rental value is under arbitration, Tenant, pending final determination thereof, shall continue to pay the Base Rent of the last preceding rental period and shall promptly pay the deficiency, if any, upon the conclusion of the arbitration proceedings. If Tenant does not pay the deficiency within 30 days following the final determination of fair market rental by arbitration, Tenant shall owe Landlord the deficiency plus interest at the rate of twelve percent (12%) per annum on the amount of such deficiency computed from the date or dates when the amount of such deficiency would have been payable but for the pendency of the arbitration. The cost of such arbitration shall be borne by the nonprevailing party, except attorneys' fees and witness fees, which shall be borne by the party engaging such attorney or witness.

Except as hereby amended, all other terms and conditions of the original Lease Agreement dated July 10, 2015, as amended shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have executed this Second Amendment to Lease as of the date first written above.

LANDLORD:
DIAMOND PLAZA, LLC

TENANT:
SPOKANE REGIONAL TRANSPORTATION COUNCIL

BY: _____
Jon Diamond

BY: _____

ITS: President

ITS: _____

INDIVIDUAL

STATE OF WASHINGTON)
COUNTY OF SPOKANE) ss.

On this ____ day of _____, 20__ before me the undersigned, a Notary Public in and for the State of Washington, duly commissioned and qualified, personally appeared _____ to me known to be the individual described in and who executed this Second Amendment to Lease, and acknowledged to me that he/she signed and sealed the same free and voluntary act and deed, and were authorized to do so for the uses and purposes therein mentioned.

IN WITNESS THEREOF, I have hereunto set my hand and affixed my official seal, the day and year first above written.

Seal

Printed Name
Notary Public in and for the
State of _____, residing at _____
My Commission expires on _____

LIMITED LIABILITY COMPANY

STATE OF WASHINGTON)
COUNTY OF KING) ss.

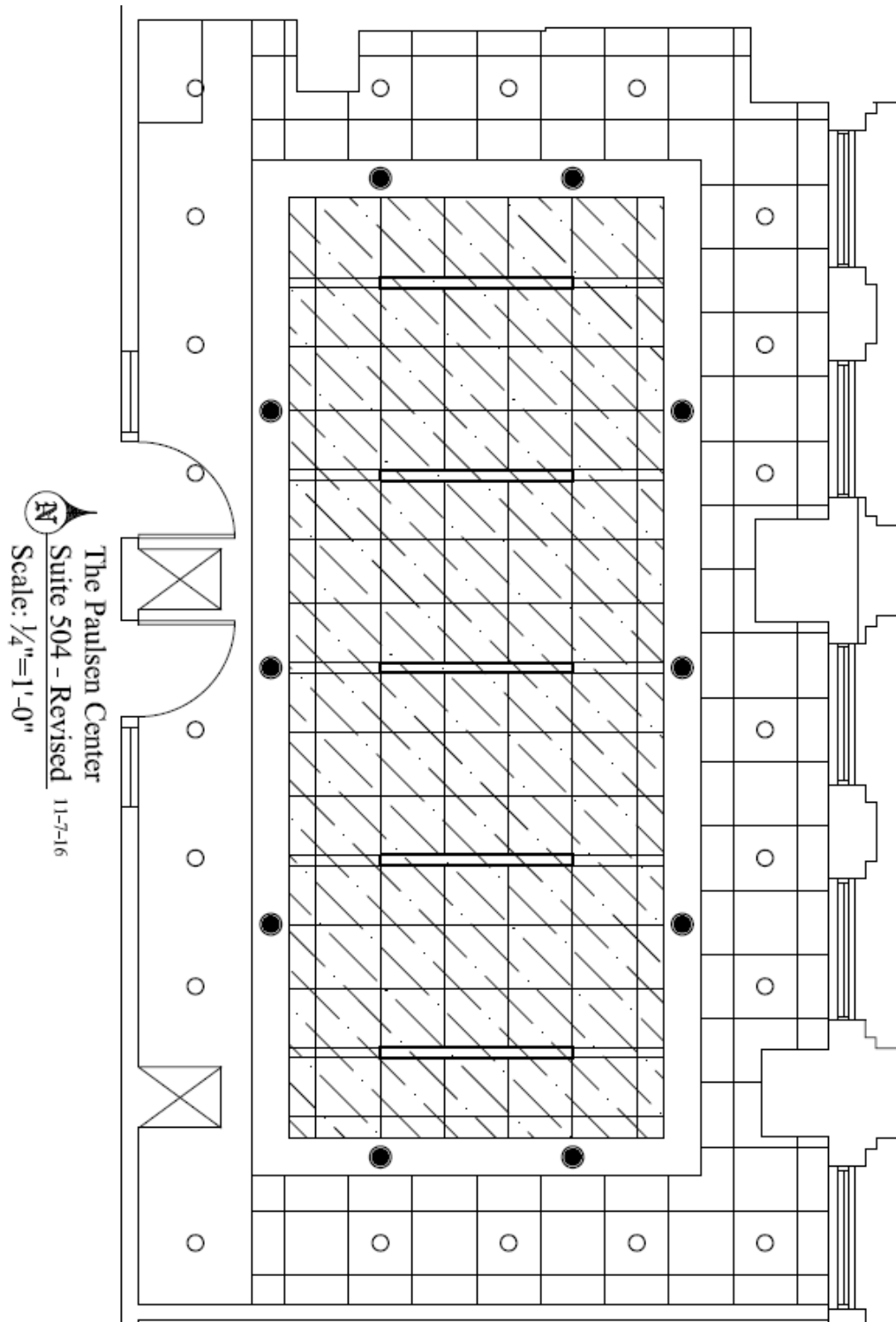
On this ____ day of _____, 20__ before me the undersigned, a Notary Public in and for the State of Washington, duly commissioned and qualified personally appeared **Jon Diamond** to me as a member of **Diamond Plaza**, the limited liability company that executed this Second Amendment to Lease, and acknowledged to me that he signed and sealed the same free and voluntary act and deed and they were authorized to do so for the uses and purposes therein mentioned.

IN WITNESS THEREOF, I have hereunto set my hand and affixed my official seal, the day and year first above written.

Seal

Printed Name
Notary Public in and for the
State of _____, residing at _____
My Commission expires on _____

SUITE 504 – APPROXIMATELY 1,058 RSF



To: Board of Directors

3/7/2024

From: Mike Ulrich, Principal Transportation Planner

TOPIC: Data Applications for Transportation Analysis (DATA) Project Update

Requested Action:

None. For information and discussion.

Key Points:

- In 2018 the SRTC Board designated \$1M in Surface Transportation Block Grant (STBG) funding to improve the agency's ability to apply data to the long-range planning process.
- Staff convened a project team to develop an RFQ for a project to holistically evaluate SRTC's current tools compared to state of best practice. Resource Systems Group, Inc. was the prime consultant selected and a two-phase project was developed.
- With support from the project team, and informed by a stakeholder engagement process, Phase I concluded with the delivery of a design plan. In March of 2021, the SRTC Board approved that design plan and Phase II began.
- Phase II focused on implementing six tasks: Household Travel Survey, Passive Data Collection, Traffic Count Data Collection, Travel Demand Model Update, Land Use Allocation Tool, & Online Data Hub.
- At the March SRTC Board meeting, staff will provide a presentation that recaps the DATA Project and provides a high-level overview of each of the six tasks.
- At the April SRTC Board meeting, staff will provide a presentation that highlights the task deliverables.
- At the May SRTC Board meeting, staff will request the Board to take action to approve a resolution acknowledging that the DATA Project products have been delivered satisfactorily.

Board/Committee Discussions:

The Committees and Board have had several presentations on this topic throughout the course of the last several years. Most recently, the Household Travel Survey final report was presented to the Board in December of 2022.

Public Involvement:

The funds for this project were included in the 2019-2022 TIP which was adopted 10/11/2018. A public meeting was held on 09/19/2018 to review and discuss the 2019-2022 TIP. A public comment period of thirty days ran from September 1 to September 30. All Committee and Board meetings where this project has been discussed have also been open to the public.

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

To: SRTC Board of Directors

03/07/2024

From: David Fletcher, Principal Transportation Planner

TOPIC: 2025 Unified List Development & Project Evaluation Criteria

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.
- Since 2023 SRTC has developed two versions of the list, one for state legislative use and one for federal use.
- The SRTC Board of Directors approved the 2024 Unified List at their 09/14/2023 (state version) and 11/09/2023 (federal version) meetings.
- SRTC staff is proposing changes to the safety and equity project selection criteria, based on recent work efforts relating to the Regional Safety Action Plan and Equity Working Group. These changes are detailed in the 2025 project selection criteria document, included as an **Attachment**.
- SRTC staff is also proposing that needs identified in the Regional Safety Action Plan be incorporated into the 2025 Unified List document.

Board/Committee Discussions:

The 2025 Unified List's development and project evaluation criteria were presented to the TAC and TTC for information and discussion at their February meetings on 02/28/2024.

Public Involvement:

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

Staff Contact: David Fletcher, SRTC | dfletcher@srtc.org | 509.343.6370



Project Evaluation Criteria

The SRTC Unified List of Regional Transportation Priorities outlines critical investments to improve the performance of the regional transportation system. The Unified List includes a variety of project types supported collectively by members of SRTC with consideration for equity, economic vitality, and safety among other screening criteria that indicate beneficial outcomes to both the state and the region.

▷ Proposed revisions to criteria shown in **RED**.

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POINTS

ECONOMIC VITALITY

Targets transportation investments aimed at the development of a multi-modal system that enhances accessibility and connections among regional activity centers.

Question 1A (5 points)

▷ Does the project provide access within or between two or more regional/local activity centers?

Question 1B (5 points)

▷ If yes to 1A, does the project either: (A) contain active transportation or transit-supportive elements and improve access in a transit focused, mixed focus, or local activity center; or (B) contain freight-supportive elements and improve access in a freight or mixed focus activity center?

Question 2 (10 points)

▷ What is the forecasted 2045 employment density of transportation analysis zones (TAZ) within a 0.25 mile buffer of the project?

Question 3 (10 points)

▷ Is the project located on the FGTS? **Points scaled based on FGTS classification—T- through T-5.*

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POINTS

COOPERATION & LEADERSHIP

Relates to SRTC's role as a regional forum to identify regional transportation needs, establish priorities, and develop strategies to acquire funding in accordance with federal and state planning requirements.

Question 1 (15 points)

▷ Is the project identified in the local TIP (or Transit Development Plan) and/or Comprehensive Plan?

Question 2 (15 points)

▷ Is the project identified in other agency plans and/or has it gone through a documented public outreach process?

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POINTS

STEWARDSHIP

Emphasizes transportation investments that maximize positive impacts on the human environment while minimizing negative impacts to the natural environment.

Question 1 (10 points)

▷ Does the project incorporate electrification or other clean fuel strategies?

Question 2 (10 points)

▷ Does the project increase resilience by adding redundancy in areas of limited connectivity?

Question 3 (10 points)

▷ Does the project reduce air quality emissions or VHT/VMT? **This question relates to the State Vehicle Miles of Travel Targets Proviso.*

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POINTS

OPERATIONS, MAINTENANCE & PRESERVATION

Involves strategically investing limited resources to maximize the operations and physical condition of the transportation network.

Question 1 (10 points)

- ▶ Does the project incorporate TDM/TSMO solutions or improve capacity without adding travel lanes or roadways? **Criteria relates to federal transportation performance management (TPM) requirements.*

Question 2 (10 points)

- ▶ Does the project improve NHS pavement/bridge condition or contributes to STA's adopted public transit asset management targets? **Criteria relates to federal TPM requirements.*

Question 3 (10 points)

- ▶ Does the project address a need identified in the SRTMC ITS Architecture Plan, SRTMC Implementation Plan, or local technology plan?

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POINTS

SAFETY & SECURITY

Focuses on designing a safe and secure system for all transportation modes through best-practice design, operational improvements, education and outreach, and technological strategies.

Question 1 (15 points)

- ▶ Is the project identified in a state or local plan, or an approved prioritized list of safety projects? [Does the project address an identified safety need in the Regional Safety Action Plan?](#)

Question 2 (15 points)

- ▶ What countermeasures does the project incorporate to address crashes that result in serious or fatal injury? If the project is a transit project, how does it contribute to STA safety targets? [Does the project incorporate countermeasures to address safety issues on the High Injury Network, as identified in the Regional Safety Action Plan? Or, if the project is a transit project, does it contribute to STA safety targets?](#)

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POINTS

QUALITY OF LIFE

Aims to improve choice and mobility by providing safe and convenient transportation options for people of all abilities.

Question 1 (10 points)

- ▶ Is the project on the Regional Bicycle Priority Network and does it have a **active transportation element(s)**; or does the project add a new pedestrian connection or feature beyond what is required for ADA compliance?

Question 2 (10 points)

- ▶ Is the project on the Regional Transit Priority Network and does it have a **transit-supportive element(s)**? **Examples include new/enhanced transit, bus stops, AT facilities, pavement work, signal improvements, TSMO improvements.*

Question 3 (10 points)

- ▶ Does the project extend or fill gap in one of the regional trails, or **provide new active transportation connectivity to one of the regional trails**? **Regional trails: Centennial, Children of the Sun, Ben Burr, Fish Lake, Millwood, and Appleway*

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POINTS

EQUITY **These criteria directly relate to the federal planning factor for equity, the Justice 40 initiative, and the state HEAL Act.*

Addresses protecting disadvantaged communities from disproportionately high adverse impacts, while equitably distributing the benefits of transportation investments.

Question 1 (10 points)

- ▶ Does the project directly benefit residents in an area of potential disadvantage or an area rated 7 or higher for overall environmental health disparities?

Question 2 (5 points)

- ▶ [If yes to question one, has the project gone through a documented public outreach process, or has targeted engagement been conducted, with communities of potential disadvantage?](#)

Question 3 (10 points)

- ▶ Does the project incorporate appropriate countermeasures to address safety issues [on the High Injury Network](#), or contribute to STA safety targets, in an area of potential disadvantage or an area rated 7 or higher for overall environmental health disparities?

Question 4 (10 points-5 points)

- ▶ Does the project provide access, or increase transit frequency, between an area of potential disadvantage or an area rated 7 or higher for overall environmental health disparities and local/regional activity centers?

To: SRTC Board of Directors

03/07/2024

From: David Fletcher, Principal Transportation Planner

TOPIC: Freight Mobility Strategic Investment Board (FMSIB): Priority Freight Funding Opportunity

Requested Action:

None. For information and discussion.

Key Points:

- On 3/6/2024 the Freight Mobility Strategic Investment Board (FMSIB) released a solicitation for project funding through their Six-Year Freight Mobility Strategic Investment Program. Project applications and supporting documentation must be submitted by April 19, 2024.
- The proposed program is for a six-year period starting in July 2025 and ending in June 2031. The program's total funding over the six-year period is expected to be approximately \$90 million.
- Eligible projects or project phase(s) must be located on, or directly connect to, a Designated Strategic Freight Corridor and be ready for construction within six years.
- FMSIB will hold a Q&A session on Tuesday, March 26th at 1:30 PM. More information is available on the FMSIB website [HERE](#).

Board/Committee Discussions:

The FMSIB priority freight funding opportunity was presented to the TAC and TTC for information and discussion at their February meetings on 02/28/2024.

Public Involvement:

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

Staff Contact: David Fletcher, SRTC | dfletcher@srtc.org | 509.343.6370

To: SRTC Board of Directors

03/07/2024

From: Michael Redlinger, Associate Transportation Planner

TOPIC: Transportation Performance Management (TPM): New Greenhouse Gas Rule and Targets

Requested Action:

None. For information and discussion.

Key Points:

- New federal regulations require MPOs to set declining targets for tailpipe CO2 emissions on the National Highway System (NHS).
- MPOs have until July 30 to either commit to support WSDOT targets or establish their own declining 4-year target for the MPA.
- In December 2023, the Code of Federal Regulations (CFR) 23 Part 490 was amended to include an additional Transportation Performance Management (TPM) reporting requirement for states.
- The new greenhouse gas (GHG) rule requires states to report the percent change in total tailpipe CO2 emissions on the NHS as compared to the reference year (calendar year 2022).
- Federal regulations also require MPOs to set targets for their respective planning areas.
- At the March meeting, staff will present background information and target setting options.
- The Board will be asked to take action related to target-setting for the new GHG rule in April.

Board/Committee Discussions:

The new performance measure is being implemented off-cycle, and this is SRTC staff's first discussion with the Board on this topic. Targets in the other two PM 3 performance categories are set on four-year cycles. Targets for PM2 – Infrastructure and PM3 – System Performance were most recently adopted in Spring 2023. The TTC and TAC discussed this topic on 02/28/2024 and will be asked to make a recommendation to the Board in March.

Public Involvement:

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

Staff Contact: Michael Redlinger, SRTC | mredlinger@src.org | 509.343.6370

To: Board of Directors
 From: Lois Bollenback, Executive Director
TOPIC: EXECUTIVE DIRECTOR'S REPORT

03/07/2024

Requested Action:

None. For information only.

Key Points:

Ongoing/Upcoming Events & Activities

- Regional Safety Action Plan Outreach – SRTC hosted 4 public meetings to gather information regarding transportation safety concerns. Mike Ulrich, project manager for the planning effort, also completed interviews with KXLY, City of Spokane Cable 5, and SRHD on Facebook Live. A public mapping survey is active until March 15.
- STA Transportation Open House(s) – SRTC will join STA and other jurisdictions in a series of four public outreach meetings throughout the region to promote the ongoing work of the agency.

Transportation Funding – Awards & Opportunities

- CMAQ Project Funding will continue to be available to SRTC as we move from air quality “maintenance” to an “attainment” status to help ensure the region does not lose the ground that’s been made.
- A variety of funding opportunities (NOFO’s) are currently open:

| Program | NOFO Close Date | Available Funding | OA |
|---|-----------------|-------------------|-------|
| Bridge Project (for FY 2023 & 2024) | March 19, 2024 | \$9.6 billion | FHWA |
| Large Bridge Project (for FY 2025) | August 1, 2024 | \$9.6 billion | FHWA |
| Pedestrian & Bicyclist Program (for 2025-2027 biennium) | May 31, 2024 | \$23 million | WSDOT |
| Safe Routes to School (for 2025-2027 biennium) | June 7, 2024 | \$25 million | WSDOT |

Agency Recognitions

- **2024 Well City Designation** – SRTC has once again received designation under the AWC Well City program. Activities associated with this designation improve the health and morale of employees and reduces our healthcare premiums by 2%.
- **CommuteSmart Gold Award** – The efforts of SRTC staff were recognized with a CommuteSmart Gold Award. SRTC staff members routinely commute by bike and public transit and the organization supports remote work and flex hours that further reduce highway congestion and help to improve air quality.

Staff Contact: Lois Bollenback, SRTC | lbollenback@srtc.org | 509.435.3870

ACTION ITEMS

Consent Agenda

The consent agenda contained the January TAC meeting minutes and the February TIP Amendment. A motion to approve the consent agenda, which included a recommendation for Board approval of the February TIP amendment, passed unanimously.

INFORMATION & DISCUSSION ITEMS

WA State Department of Transportation-Eastern Region: Presentation: Transportation Priorities

Mr. Trepanier presented the strategic planning for WSDOT, emphasizing Safety, DEI, resilience, and Workforce Development priorities. He highlighted 2023 achievements, notably the North Spokane Corridor (NSC) and the Children of the Sun Trail. He discussed NSC completion plans and emphasized the importance of safety. He discussed WSDOT's approach to congestion by utilizing technology solutions which help improve safety. He highlighted additional priorities including projects on US 195, Interstate 90, and a \$73 million Palouse River and Coulee City Railroad (PCC) rail grant. He addressed funding shortfalls, deteriorating statewide pavement conditions, equipment gaps, and significant maintenance challenges.

2025 Unified List Development & Project Evaluation Criteria

Mr. Fletcher presented an overview of the unified list process. He outlined the 2025 list development schedule, emphasizing key dates such as the project submittal and review period and the anticipated list adoption dates. He reviewed the project evaluation criteria and noted that staff is proposing updated safety and equity criteria, to incorporate findings from the Regional Safety Action Plan and recommendations from SRTC's Equity Planning Framework. Due to schedule alignment challenges between the Safety Action Plan and 2025 unified list, he presented three potential options for updating the safety criteria, prompting discussion among the group. Committee members expressed a preference for incorporating findings from the Regional Safety Action Plan and Equity Planning Framework in the 2025 unified list criteria. Mr. Fletcher encouraged further communication for thoughts on the matter to be directed to him via email.

Solicitation for Funding (FMSIB)

Mr. Fletcher informed the committee that the Freight Mobility Strategic Investment Board (FMSIB) is preparing to release a solicitation for project funding. They anticipate a 6-year program totaling approximately \$90 million. The project submittal timeline has not yet been announced, however, it is expected to run from late March through early May.

Transportation Performance Management (TPM): New Greenhouse Gas Rules and Targets

Mr. Redlinger delineated the Transportation Performance Management (TPM) definition and requirements associated with the new greenhouse gas (GHG) rule, highlighting the 4-year performance period from 2022 to 2025. He provided background information on the new rule, including the state's targets and deadlines for agreements and individual information gathering outcomes MPO target setting. CO2 emissions were referenced in terms of yearly

targets and reporting timeframes. MPO requirements were outlined to include the option of setting our own regional targets or agreeing to support state targets as adopted by WSDOT on February 1.

Agency Update and Future Information Items

- Photo reminder to submit for the website poster;
- Reminder that as part of the Regional Safety Action Plan, SRTC is currently seeking feedback on safety concerns via an interactive survey and mapping tool linked on SRTC website.

ACTION ITEMS

Consent Agenda

The consent agenda contained January TTC meeting minutes and TIP Amendment. A motion to pass the consent agenda, as presented, passed unanimously.

INFORMATION & DISCUSSION ITEMS

WA State Department of Transportation-Eastern Region: Presentation: Transportation Priorities

Mr. Trepanier presented the strategic planning for WSDOT, emphasizing Safety, DEI, resilience, and Workforce Development priorities. He highlighted select achievements fulfilled in 2023, notably the North Spokane Corridor (NSC) and the Children of the Sun Trail. He discussed NSC completion plans and emphasized the importance of safety for all. He outlined priorities for Airway Heights and the I-90/4 Lakes Interchange, including a \$73 million rail grant. He addressed funding shortfalls, statewide pavement conditions, equipment and employment gaps, and various maintenance challenges they have been facing.

2025 Unified List Development & Project Evaluation Criteria

Mr. Fletcher presented an overview of the 2025 Unified List process. He delineated the schedule for list development, highlighting crucial dates such as the expected list adoption deadlines. He examined the project evaluation criteria and mentioned that staff are suggesting revised safety and equity criteria to integrate insights from the Regional Safety Action Plan (RSAP) and suggestions from SRTC's Equity Planning Framework. Due to schedule alignment challenges between the Safety Action Plan and the 2025 Unified List, he presented three optional scenarios for updating the safety criteria. The committee expressed concern regarding unintended shifts and the status of the draft Safety Action Plan. Additional input and feedback were sought from the group.

Solicitation for Funding (FMSIB)

Mr. Fletcher informed the committee that the Freight Mobility Strategic Investment Board (FMSIB) is preparing to release a solicitation for project funding. They anticipate a 6-year program totaling approximately \$90 million. The project submittal timeline has not yet been announced, however, it is expected to run from late March through early May.

Transportation Performance Management (TPM): New Greenhouse Gas Rules and Targets

Mr. Redlinger explained the Transportation Performance Management (TPM) requisites linked with the recent greenhouse gas (GHG) rule, spotlighting the 4-year performance period spanning from 2022 to 2025. He offered context on the new regulation, incorporating the state's targets and deadlines for agreements and pinpointing individual information-gathering outcomes for MPO target setting. CO2 emissions were addressed regarding annual targets and reporting timeframes. The MPO prerequisites were elaborated upon, providing the option to set our regional targets or endorse the state targets as ratified by WSDOT on February 1st

Agency Update and Future Information Items

- Photo reminder to submit for the website poster;

- Reminder that as part of the Regional Safety Action Plan, SRTC is currently seeking feedback on safety concerns via an interactive survey and mapping tool linked on SRTC website;
- The Data Project is nearing completion, and a meeting/workshop is scheduled for discussion before the April SRTC Board meeting.