

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

May 9, 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 Paul Schmidt, *City of Cheney*  
 Council Member Diane Pfaeffle, *City of Deer Park*  
 Council Member Cris Kaminskis, *City of Liberty Lake*  
 Council Member Kitty Klitzke, *City of Spokane (arrived at 1:12pm)*  
 Mayor Pam Haley, *City of Spokane Valley (arrived at 1:10pm)*  
 Daniel Clark, *Kalispel Tribe*  
 Doug Yost, *Major Employer*  
 Matt Ewers, *Rail/Freight Rep (arrived at 1:20pm)*  
 Susan Meyer, *Spokane Transit Authority*  
 Mike Frucci, *WSDOT-ER*  
 Kelly Fukai, *WSTC*  
 Paul Vose, *TAC Chair*  
 Heather Trautman, *TTC Chair*

**Absent Members:**

Council Member Betsy Wilkerson, *City of Spokane*  
 Council Member Don Kennedy, *City of Medical Lake*  
 Commissioner Mary Kuney, *Spokane County*  
 Council Member Micki Harnois, *Small Towns Representative*  
 Mayor Kevin Freeman, *City of Millwood*

**Guests:**

Kevin Picanco, *City of Spokane*  
 Karl Otterstrom, *STA*  
 Paul Kropp  
 Jerremy Clark

**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*  
 Savannah Hayward, *Comm. & PR Coord*  
 Greg Griffin, *Admin. Services Manager*  
 Angel Jackson, *Admin.-Exec. Coord.*  
 Megan Clark, *Legal Counsel*

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

- Mayor Kevin Freeman, *City of Millwood*
- Council President Betsy Wilkerson, *City of Spokane*
- Council Member Micki Harnois, *Small Towns Representative*
- Commissioner Mary Kuney, *City of Spokane County*

**Council Member Schmidt made a motion to approve the excused absences from the meeting. 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 April 2024 Board of Directors Meeting
- b) Vouchers for April 2024
- c) Transportation Improvement Plan (TIP) Amendment for April 2024
- d) It Support Services

**Ms. Meyer made a motion to pass the Consent Agenda. Council Member Schmidt seconded the motion. The motion passed unanimously.**

#### **# 4 Special Transportation Planning Study Agreement: VMT Reduction**

Mr. Stewart provided a comprehensive overview of the historical context surrounding the Vehicle Miles Traveled (VMT) targets report, emphasizing its role in achieving greenhouse gas (GHG) reduction goals. He highlighted that the Washington State Department of Transportation (WSDOT) spearheaded efforts to establish VMT reduction strategies aimed at mitigating GHG emissions. These efforts included recommending that regions adopt per capita VMT reduction targets.

To align with these recommendations, jurisdictions are mandated to revise their comprehensive plans to incorporate GHG reduction measures. This alignment ensures that local planning efforts contribute effectively to state-wide environmental objectives. The final VMT targets report, which details these strategies, is publicly accessible on the WSDOT website.

Mr. Stewart mentioned that SRTC is poised to receive \$138,000 in pass-through funding from WSDOT. This funding is contingent on the execution of a Special Transportation Planning Study Agreement. Once approved, this funding will facilitate the continuation of efforts to refine regional per capita VMT reduction strategies and support jurisdictions in updating their comprehensive plans accordingly.

**Ms. Meyer motioned to authorize the Executive Director to execute the Special Transportation Planning Study Agreement: VMT Reduction as presented. Council Member Higgins seconded the motion. The motion was passed unanimously.**

### **INFORMATION & DISCUSSION ITEMS**

#### **# 5 City of Airway Heights: Transportation Priorities**

Ms. Trautman reviewed plans for both short-term and long-term improvements in various areas of Airway Heights, focusing on two major priorities: safety and multimodal transportation. She highlighted several priority areas, including Craig Road, Highway 2, and other identified locations, with transportation goals aligned with FHWA objectives. Trautman noted that 40% of the community is considered lower income, emphasizing the goal of creating opportunities for safety and access to employment. Freight access needs to be updated with phased projects, and funding applications have been submitted (specific amounts not identified).

Ms. Trautman reviewed several projects with detailed background and current status of each. She expounded on the projects on 6th, 10th, and 12th avenues, which have been partially completed with funding secured to finish them. She identified extensive collaboration with Spokane Transit Authority (STA) to improve transit access for the Kalispel Tribe's ability to connect with employment, education, and various activities. The project on 6th Avenue will break ground this year, ultimately improving walking and biking routes for the Kalispel Tribal area. US 2 is divided into two phases and is currently a safety barrier, making it unsafe for students and the community to cross. The goal is to reconnect the community and bring investment to historical downtown areas. Funding is being sought for a roundabout on US 2 and further improvements. Craig Road has seen population growth but lacks paved paths for walking or biking. Coordination with the Spokane Tribe of Indians aims to address this, with plans to add bus stops along the route.

#### **# 6 Carbon Reduction Program (CRP) and Surface Transportation Block Grant (STBG) Funding for Cheney**

Mr. Stewart reviewed the 2023 preservation call for projects and STBG award to the city of Cheney. The amount was less than requested and the City declined the award due to insufficient funding. SRTC staff and City staff discussed another project that could use some of the awarded STBG funding in combination with CRP funding. He discussed the project would involve the purchase of seven electric maintenance vehicles and one charging canopy. He explained the intent of the CRP is to reduce carbon emissions and stated the CRP Urban Small funding is currently only available to the city of Cheney. The proposed award total is \$350,685, with the city required to provide a local match of \$54,731 (13.5% of total award).

Ms. Meyer inquired if this could be approved during the current Board meeting. Ms. Clark (Legal Counsel) clarified that a vote was needed to move the item from Information and Discussion to a new Action item.

***Ms. Meyer made a motion to move this item from an Information and Discussion item to an Action item. Council Member Schmidt seconded the motion. The motion was passed unanimously. Ms. Meyer made a motion to approve the award of funding to the City of Cheney. Council Member Schmidt seconded the motion. The motion was passed unanimously.***

#### **# 7 SRTC Guiding Principles and the Metropolitan Transportation Plan Update**

Mr. Lien reviewed the current MTP, which was adopted in December 2021 and is updated every four years. He discussed the Guiding Principles development and where they can be found. He reviewed the history from 2021 to the current process and the approval of the Equity Planning Framework in 2022. One recommendation of the Framework was to form the Equity Working Group (EWG), and another was to add equity to the Guiding Principles. A draft principle and policies have been developed, and he is seeking input from the Board.

The committees input included requesting more directive language and noted that equity is a product of both current and past decisions. They also suggested setting a target to track progress over time. Council Member Schmidt cautioned on usage of directive language as it could bind the agency to the policy. Commissioner French noted that CRAB has undertaken a process to provide a clear definition of overburdened community.

#### **# 8 SFY 2024-2025 Unified Planning Work Program (UPWP), Amendment 1**

Ms. McMenemy introduced the need for a UPWP amendment. She explained the necessary updates were due to new planning activities, consultant activities, and associated budget updates. The amendments include: a Regional Commute Trip Reduction Plan update, developing a Vehicle Miles of Travel target and framework including budget information, adding clarifying language to Active & Public Transportation Subtask 4.5, and adding WSDOT Eastern Region planning activities.

#### **# 9 CY 2024-2025 Budget Amendment**

Mr. Griffin reviewed the approved line items for both expenditures and revenues for CY 2024. He explained the rationale for the amendment was to be able to include the addition of the VMT grant funding; carryforward funding for the DATA project; and carryforward funding for the SS4A grant. He identified the match funding based on the revenues that also need to be included in the amended budget. Mr. Griffin explained this item would be back before the Board as an action item next month.

#### **# 14 Adjournment**

There being no further business, the meeting adjourned at 2:02 PM