Board of Directors Meeting

Thursday, November 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=SFRkSlRQSHE3UlFpQ3ZFeHJvbWMxdz09

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

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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
- 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.

Board of Directors Meeting Agenda

Thursday, November 14, 2024 - 1:00 pm

Time	Item #		Page #

Time Item #   Page #

1:00   1   **Call to Order/Record of Attendance/Excused Absences**

1:08   2   **Public Comments**

FOR ACTION

1:10   3   **Consent Agenda**

1:15   4   **CY 2024 Budget Amendment #2 – IT Vendor Project** *(Greg Griffin)*   8

1:20   5   **Executive Session** for the purpose of discussion of the performance of a public employee under [RCW 42.30.110(1)(g)]

INFORMATION AND DISCUSSION ITEMS

1:35   6   **SRTC Guiding Principles - Second Review** *(Jason Lien)*   14

1:45   7   **Smart Mobility Plan - Draft Report** *(Jason Lien)*   20

2:00   8   **Resiliency Plan - Draft Report** *(Jason Lien)*   21

2:15   9   **Federal Unified List – Draft Policy Statements & Project Adjustments** *(David Fletcher & Eve McMenamy)*   22

2:30   10   **WA State Dept of Transportation (WSDOT) Consolidated Grant Ranking** *(Michael Redlinger)*   31

2:35   11   **CY 2025 Transportation Improvement Program (TIP) Guidebook - Draft** *(Ryan Stewart)*   32

INFORMATION: No Action or Discussion *(Written reports only)*

2:40   12   **Executive Director's Report** *(Lois Bollenback)*   33

- **Ongoing/Upcoming Events and Activities**
- **Transportation Funding: Opportunities**
- **SRTC Administrative Committee Update**
- **Notice of Board Member Term Expiration**

       13   **Transportation Technical Committee & Transportation Advisory Committee Meeting Summaries**   34

DISCUSSION

2:45   14   **Board Member Comments** *(Chair)*

2:55   15   **Chair Comments**

3:00   16   **Adjournment** *(Chair)*

Spokane Regional Transportation Council – Board of Directors
October 10, 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:	**Guests:**
Commissioner Al French, *Spokane County (Chair)*	Bob Turner
Council Member Jennifer Morton, *City of Airway Heights*	Paul Kropp
Council Member Vincent Barthels, *City of Cheney*	Jerremy Clark
Council Member Diane Pfaeffle, *City of Deer Park*	Tom Sahlberg
Council Member Cris Kaminskas, *City of Liberty Lake*	Spencer Montgomery
Council Member Don Kennedy, *City of Medical Lake*	Kevin Picanco
Council Member Kitty Klitzke*, City of Spokane*	Karl Otterstrom, *STA*
Mayor Pam Haley, *City of Spokane Valley*	
Council Member Rod Higgins, *City of Spokane Valley (Vice Chair)*	
Matt Ewers, *Rail/Freight Rep*	**Staff:**
Mary Kuney, *Spokane County*	Lois Bollenback, *Executive Director*
Susan Meyer, *Spokane Transit Authority*	Eve McMenamy, *Deputy Executive Director*
Charlene Kay, *WSDOT-ER*	Ryan Stewart, *Principal Trans. Planner*
	Jason Lien, *Principal Trans. Planner*
Heather Trautman, *TTC Chair*	David Fletcher, *Principal Trans. Planner*
	Ben Kloskey, *Assoc. Trans Planner*
Absent Members:	Angel Jackson, *Admin.-Exec. Coord.*
Council Member Betsy Wilkerson, *City of Spokane*	Greg Griffin*, Admin Serv. Manager*
Daniel Clark, *Kalispel Tribe*	Savannah Hayward, Communications
Doug Yost, *Major Employer Rep*	Megan Clark, *Legal Counsel*
Micki Harnois, *Small Towns Rep*	
Kelly Fukai, *WA State Transp Commission*	
Council Member Kitty Klitzke, City of Spokane	

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

- Council Member Kitty Klitzke, *City of Spokane*
- Doug Yost, *Major Employer Rep*
- Council Member Betsy Wilkerson, *City of Spokane*
- Micki Harnois, *Small Towns Rep*
- Kelly Fukai, *WA State Transp Commission*
- Daniel Clark, *Kalispel Tribe*

Council Member Higgins made a motion to approve the excused absences from the meeting. Council Member Barthels seconded the motion. The motion was passed unanimously.

 # 2 Public Comments
Mr. Lowe, resident of Spokane Valley made a public comment regarding concerns over bicycle and pedestrian safety.

ACTION ITEMS

 # 3 Consent Agenda
   a) Minutes of the September 2024 Board of Directors Meeting
   b) Vouchers for September 2024
   c) CY 2024-2027 Transportation Improvement Program (TIP) October Amendment
   d) CY 2024 Quarter 3 Budget Report

Ms. Meyer made a motion to approve the Consent Agenda. Council Member Higgins seconded the motion. The motion passed unanimously.

 # 4 Calendar Year (CY) 2025 Budget and Indirect Cost Plan – Approval
Mr. Griffin, SRTC staff, reviewed and highlighted budget changes that reflect a 13% decrease from the previous year, which are primarily driven by the completion of contractual services and reduction of the office expenses. He recognized that there are increases in personnel costs, including a proposed 3% COLA adjustment and a 2.5% merit pool, as well as 15% higher IT expenses.

Mr. Griffin also outlined the indirect cost plan, which is tied to the 2025 budget and includes a 51% indirect rate for the year, which is lower than the 10-year average of 60%. This plan adheres to federal guidelines and is approved by WSDOT. The reduction in indirect costs reflects adjustments based on actual versus budgeted costs from prior years.

Council Member Higgins motioned to approve the Calendar Year (CY) 2025 Budget and Indirect Cost Plan as presented. Mr. Ewers seconded the motion. The motion passed unanimously.

 # 5 Calendar Year (CY) 2025-2028 Transportation Improvement Plan (TIP) – Approval
Mr. Stewart recapped that the TIP is a four-year program for transportation projects in the Spokane region, including those projects that receive federal funding or that are considered to be regionally significant. The draft TIP, linked on the SRTC website, contains 65 projects, totaling approximately $897 million, with 23 of those receiving SRTC-managed federal funds. The presentation also explained key project types and their funding sources, including transportation demand management and transportation system management and operations. Mr. Stewart emphasized the usefulness of the online map for public engagement and the completion of a public comment period in September.

The board's technical and advisory committees unanimously recommended TIP approval at their September 25th meetings. Following board approval, the projects will be uploaded to the Washington State portal for inclusion in the Statewide Transportation Improvement Program, with final approval expected in early January.

Mr. Ewers motioned to approve the 2025-2028 TIP as presented. Ms. Kay seconded the motion. The motion was passed unanimously.

INFORMATION & DISCUSSION ITEMS

 # 6 Guest Presenter: Spokane Transit Authority Connect 2035
Mr. Otterstrom, STA staff, provided an update on STA's CONNECT 2035 strategic plan, which is set to guide the agency's development for the next ten years. He explained that the plan, launched by the STA Board in 2022, follows the completion of STA's current strategic plan projects by 2026. The new plan is informed by community input and organized around three strategic goals: improving customer experience, collaborating with community partners, and strengthening the agency's capacity to meet regional demands.

Phase two of the plan, initiated in 2023, focuses on identifying specific initiatives and projects to achieve these goals. Key feedback highlighted the importance of frequent and accessible transit services, such as late-night and weekend services and expanding service to new areas. Mr. Otterstrom also emphasized the need for high-performance transit, real-time bus information, and enhancing safety and security for riders.

Core investments identified include the Division Street Bus Rapid Transit (BRT) project and expanding STA's capacity for zero-emission vehicles. Mr. Otterstrom explained that while these initiatives are crucial, there are other enhancements under consideration, such as a safety ambassador program, further community partnerships, and internal improvements to data collection and communication systems. He concluded by discussing the challenges of prioritizing initiatives due to limited funding and noted that STA sought feedback from the public, employees, and the board to determine which projects should move forward.

7 SRTC Guiding Principles Update

Mr. Lien, SRTC staff, reviewed the six guiding principles that inform SRTC's work, emphasizing the recent addition of a seventh guiding principle focused on Equity. He noted that a series of updates have been made to provide further clarity on these principles. Highlights of the updates included the alignment with both federal and state policies and a safety update based on completion of the RSAP (Regional Safety Action Plan).

Mr. Lien also reviewed the format, including the narrative description and the policy statements. He addressed feedback from the SRTC committees, explaining that suggestions included adding language on stewardship and ensuring that equity is carried out across all SRTC programs.

Ms. Bollenback reiterated that all the work done by SRTC builds on each other and these guiding principles are used to select and organize projects. She also noted that while this will be used for the Metropolitan Transportation Plan (MTP), it will also be utilized for the Call for Projects (CFP) next year. No additional comments were made.

8 Congestion Management Process: Corridor Analysis & Strategies

Mr. Fletcher, SRTC staff, provided an overview of the Congestion Management Process (CMP) and its purpose, noting that it is a federal requirement. He showcased the CMP network, including a map of its corridor, and explained how they were identified. Based on feedback from the TTC, the network was segmented into more granular corridors to increase the resolution of the CMP's analysis. The TTC also recommended adding Barker Rd to the network, based on recent increases in traffic volumes and congestion along that corridor. Mr. Fletcher then summarized the corridor analysis, reviewing the four primary factors considered in the analysis: 1) travel demand, 2) Level of Travel Time Reliability (LOTTR), 3) Peak Hours of Excessive Delay (PHED), and 4) connections to regional activity centers. He presented maps visualizing each of these factors, along with a map overlaying all four factors. These were used to identify the region's most significant and congested corridors, which are designated as Tier 1 Corridors in the CMP and are selected for detailed congestion management strategies.

Mr. Fletcher highlighted that CMP Toolkit of Strategies, which is divided into five broad categories that are further broken into 37 core strategies. The CMP also includes strategies matrix, which identifies which strategies are applicable to each of the Tier 1 Corridors. SRTC staff is holding a workshop with the CMP working group on October 16 to review and update these strategies.

9 Executive Director's Report

No questions or comments.

10 Transportation Technical Committee & Transportation Advisory Committee Meeting Summaries

No questions or comments.

11 Board Member Comments
Board members highlighted events in their perspective areas.

12 Chair Comments
Commissioner French highlighted the Administrative Committee has commenced the annual evaluation of the Executive Director. Copies of her current work program and a draft work program for calendar year 2025 have been sent to the SRTC board members. Suggestions or comments regarding the work plan or performance of the Executive Director should be emailed to either Commissioner French or Mr. Griffin by the end of the business day on October 18th. The committee will review the submitted comments, evaluate the Executive Director's performance over the past year, and make recommendations for the coming year.

Additionally, SRTC, in partnership with Good Roads and local Chambers of Commerce, is hosting the second annual Transportation Summit on October 17th, focused on "Embracing Innovation, Integrating Technology and Transportation." Invitations have been distributed, and board members are encouraged to confirm their attendance with Lois to ensure adequate seating.

There being no further business, the meeting adjourned at 2:15 PM

_____
Angel Jackson, Clerk of the Board

SRTC SPOKANE REGIONAL TRANSPORTATION COUNCIL

421 W RIVERSIDE AVE, SUITE 500 • SPOKANE, WA 99201 • 509.343.6370 • WWW.SRTC.ORG

VOUCHERS PAID FOR THE MONTH OF OCTOBER 2024

Date	Voucher	Vendor	Description	Amount
10/3/24	V122455	LeCatering	Deposit on Transportation Summit catering	722.83
10/4/24	V122456	Comcast	Fiber Services, October 2024	220.85
	V122457	Intermax Networks	VOIP telecom October 2024	240.60
	V122458	Rehn & Associates	Staff Payroll Deduction Health Ins Contributions: Pay Period 2024-20	968.00
	V122459	WA State Dept of Retirement	Employee and Employer Contributions: September 2024	14,891.27
	V122460	Cycrest Systems	Managed IT Services - Mnthly October; SaaS Security	1,466.88
	V122461	Washington Trust Bank	Softwr subscptns; Office splys/eqpt; Virtual mtg subscptn; staff regs; webnrs/conf trvl	4,610.15
	V122462	Visionary Communications, Inc.	Fiber Services, October 2024	981.96
	V122463	Rehn & Associates	Admin fee September '24	75.00
	V122464	ASAP Translations	Translation of ADA/Title VI docs to multiple languages	726.00
	V122465	Lois Bollenback	Travel reimburse AMPO Conf SLC UT	667.82
	V122466	The Woodshop LLC	Website update - Branding	3,549.00
	V122467	Spokesman Review	Public Notice TIP amendment; Public Notice 2025-2028 TIP Public Comment	186.13
10/11/24	V122468	EMLVO P.C.	September legal svcs: Board mtg; Comms with Staff re: IT Svcs contract; VMT PM	650.00
	V122469	Downtown Spokane Partnership	Renewal Annual Membership dues	575.00
	V122470	Associated Industries	Q4-2024 Membership dues	420.00
	V122471	Lois Bollenback	LB reimbusement mileage4/27/24-9/30/24	127.97
	V122472	AWC Employee Benefit Trust	November '24 Benefit Insurance Premiums	10,606.60
	V122473	Rehn & Associates	Staff Payroll Deduction Health Ins Contributions: Pay Period 2024-21	968.00
	V122474	Diamond Parking Services	Acct parking for Board, Cmte, Staff mtg parking	637.97
10/17/24	V122475	LeCatering	Transportation Summit catering	2,708.17
	V122476	Pacific Office Automation	Copier Lease/Usage September 2024	216.12
	V122477	WA State Auditors Office	2023 Federal & Financial Audit (#1)	17,039.75
	V122478	Randy Iwasaki	Transportation Summit '24 Honorarium	500.00
10/31/24	V122479	Kittelson & Associates	SS4A Consultant Svcs 7/01/24-7/31/24	9,448.36
	V122480	Kittelson & Associates	SS4A Consultant Svcs 8/01/24-8/31/24	13,960.52
	V122481	Diamond Plaza LLC	Paulsen Center Suite 500/504 Lease for November 2024	5,800.00
	V122482	Comcast	Fiber Services, November 2024	230.85
	V122483	Cycrest Systems	Replace Firewall; Install/Setup	2,087.36
	V122484	Journal of Business	Advertising 2024 Transportation Summit	387.10
	V122485	Savannah Hayward	SH mileage reimbursement 3/20/24 to 10/17/24	87.17

Recap for October 2024:

		Amount
Vouchers: V122455 - V122485		95,757.43
Reimbursement(s)	Correction on agency credit card	(33.44)
Salaries/Benefits Pay Periods Ending: 9/28/24 & 10/12/24		92,022.61
Spokane County Treasury Monthly SCIP fee - September 2024		20.02
		187,766.62

As of 11/14/24, the Spokane Regional Transportation Council Board of Directors approves the payment of the October 2024 vouchers included in the list in the amount of: **$187,766.62**

SRTC SPOKANE REGIONAL TRANSPORTATION COUNCIL

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To:	Board Members	11/07/2024

From: Lois Bollenback, Executive Director and Greg Griffin, Administrative Services Manager

TOPIC: Calendar Year (CY) 2024 BUDGET AMENDMENT #2

Requested Action:
Approve Resolution R-24-24 Amending the CY 2024 Budget.

Key Points:

- Following a Request for Proposals (RFP) in March 2024 for IT Support Services, Cycrest Systems Inc was selected and a three-year contract signed in June 2024. Cycrest Systems has since conducted a review of the SRTC Cloud environment and found deficiencies in how the network is constructed that could result in network security and stability vulnerabilities.

- Cycrest recommended actions needed to increase security and functionality of the cloud environment and presented a quote to SRTC.

- A review committee was formed including IT staff from the SRTMC to review the proposed recommendations. The group met with Cycrest on 9/17/24.

- A summary of the proposed project is included **Attachment A** and the project cost detail is shown in **Attachment B**.

- Completion of the work requires a budget amendment that reallocates $23,000 of Contingency funding as shown in Budget Amendment #2, **Attachment C**.

Board/Committee Discussions:
CY 2024 Budget Amendment #1 approved in June 2024 adding Vehicle Miles Travelled grant funds. This IT project was initially presented to the Administrative Committee at their meeting on 10/4/24. The SRTC Administrative Committee recommended 2024 Budget Amendment #2 at their meeting on 11/1/24.

Public Involvement: None to date.

Staff Contact:
Lois Bollenback | lbollenback@srtc.org | 509.435.3823 or Greg Griffin | ggriffin@srtc.org | 509.343.6386

Recommendation for IT vendor project work

Brief History:

- New IT vendor (Cycrest) contract started 7.1.24
- Cycrest evaluation of SRTC cloud environment found following:
    - Each part of Cloud Systems partially setup w/ non-standard settings, all systems partially migrated. System not integrated in a secure way
    - No central management portal/area so unable to manage all at one time to ensure security/stability. Backup system vulnerabilities
    - User & Company data files being stored in multiple areas (Cloud Domain Controller, SharePoint, MS365, Teams, workstations)
    - Lack of cohesive structure impacts security
    - Unsupported Microsoft (MS) operating systems missing patches/security updates
- Cycrest provided two proposals (attached) which are identical with the exception that one of the proposals includes procurement/install of an onsite server to alleviate monthly Azure cloud expense for potential long-term savings.
- Cycrest met in September with five SRTC staff and one SRTMC IT staff to review proposal and answer questions and discuss eval findings and recommendations. Subsequent discussions with SRTC staff find all in general agreement that the Cycrest recommendations are reasonable & beneficial to SRTC's cloud network.

Cycrest proposal summary:

1. Current backup system is "mirror" of cloud network on alternate MS cloud server installation. MS Cloud for WA is copied to another site (Colorado, etc). Cycrest recommends more robust backup system for MS365 accts, SharePoint & OneDrive files. Labor estimated $710 plus $1,117 equipment for proposal total of $1,827. Starting 2025 is $150/month for backup service ($1,800 annual).
2. Labor to migrate Vision Financial/Payroll to new cloud server (new license already purchased earlier in 2024) estimated $1,560.
3. Configuration of new Cloud environment est. 60 hrs labor $6,900.
4. Reconfigure SharePoint/OneDrive policies to standardize system; harden and secure all Sharepoint Sites and OneDrive configurations for users. Est. 20 hours labor $2,300.
5. Migration/Cleanup of SharePoint/OneDrive Data est. 15 hrs labor $1,725. This work is in conjunction with SRTC Point of Contact (POC) moving files to new architecture/server.
6. Configuration/Cleanup of Teams Policies. Est. 8 hours $920 with SRTC staff deciding what files to move to new environment.
7. Existing workstation & copier/scanner removals of old system connections and reconnect to new cloud environment est. 20 hours = $2,300.
8. Install / Configuration / Deploy hybrid devices = $920.
9. Replacing two aging switches ($797 eqpt + $230 labor = $1,027) is also recommended.
10. Replace Firewall ($1,288 eqpt + $450 labor = $1,738). Savings over annual maintenance cost of current aging firewall device.

    See attached spreadsheet summary of tasks and corresponding Labor & Equipment costs

Cycrest Proposal Breakdown

Summary of Cycrest "full cloud" Proposal

Description	Labor $$	Annual $$	Equipment	$$
		Backup Service		
1.) Backup system for MS365, Sharepoint, OneDrive	$710	$1,800 annual starting 2025	NAS Synolgy	$1,117
2.) Cloud Server Vision Install	$850			
Vision migration & Data Transfer	$710			
3.) Full Cloud Configuration	$6,900			
4.) Reconfigure/harden/secure SharePoint/OneDrive Policies for users	$2,300			
5.) Migration/Cleanup of OneDrive & SharePoint data	$1,725			
6.) Configure/Cleanup Teams Policies	$920			
7.) Remove all devices old connections & reconnect to new cloud environment	$2,300			
8.) Configuration / Deploy hybrid devices	$920			
9.) New Switches (2)	$230		24 port POE	$797
10.) Firewall	$450		SonicWall	$1,288

	Labor		Equpt	
Totals	$18,015		$3,202	

$21,217

$1,910 tax $23,127 (amount for budget amendment $23,000)

SRTC DRAFT CY 2024 BUDGET AMENDMENT #2 (11/07/24)

	-	CY 2024 Amendment #1	CY 2024 Amendment #2	$$ change	% change
	REVENUES				
1	SRTC Cash Reserve (Contingency &)	25,000	25,000	-	0.0%
2	Designated Local Funds from prior year (SRTC - SS4A)	55,000	55,000	-	0.0%
3	FHWA PL (Federal Public Law Funds) $162,000 forward prior year	969,988	969,988	-	0.0%
4	FTA (Federal Section 5303 Funds) $50,247 forward prior year	330,077	330,077	-	0.0%
5	STBG Planning Funds	500,000	500,000	-	0.0%
6	Designated Grant - FHWA - SS4A (Safe Streets 4 All)	400,000	400,000	-	0.0%
7	STBG D.A.T.A. & Study Project Funds	129,600	129,600	-	0.0%
8	RTPO (State Planning Funds)	282,651	282,651	-	0.0%
9	Designated Grants (WA Dept Commerce - ETS)	1,200,000	1,200,000	-	0.0%
10	Local Member Contributions	276,299	276,299	-	0.0%
11	Local Member Contributions - designated SS4A from prior year	45,000	45,000	-	0.0%
12	Spokane County Treasury Interest	15,000	15,000	-	0.0%
13	**TOTAL REVENUES**	**4,228,615**	**4,228,615**	**-**	**0.0%**
14	**EXPENDITURES**				
15	**Personnel**				
16	Salaries	1,136,980	1,136,980	-	0.0%
17	Accrued Vacation Payouts \ Unemployment	15,000	15,000	-	0.0%
18	FICA	88,126	88,126	-	0.0%
19	WA State Retirement System	108,354	108,354	-	0.0%
20	Insurance/Benefits	182,500	182,500	-	0.0%
21	**Total Personnel**	**1,530,960**	**1,530,960**	**-**	**0.0%**
22	**Contractual and Professional Services**				
23	Legal Services	25,000	25,000	-	0.0%
24	Consultant & Prof Svcs	2,250	2,250	-	0.0%
25	Professional Services - ETS Grant Work	1,200,000	1,200,000	-	0.0%
26	Consultant Services & SS4A	435,000	435,000	-	0.0%
27	Consultant Services & MTP Update	405,000	405,000	-	0.0%
28	Consultant Services & TIP Database	18,750	18,750	-	0.0%
29	Consultant Services & D.A.T.A.	129,600	129,600	-	0.0%
30	Consultant Services & V.M.T.	138,000	138,000	-	0.0%
31	State Audit Charges	20,500	20,500	-	0.0%
32	**Total Contractual and Professional Services**	**2,374,100**	**2,374,100**	**-**	**0.0%**
33	**Materials and Services**				
34	Publications	500	500	-	0.0%
35	Postage	300	300	-	0.0%
36	Operating Supplies	4,500	4,500	-	0.0%
37	Minor Furniture/Equipment	1,000	1,000	-	0.0%
38	Telephone	4,860	4,860	-	0.0%
39	Advertising	3,000	3,000	-	0.0%
40	Rent - Office Space	95,000	95,000	-	0.0%
41	Rent - Meeting Rooms	500	500	-	0.0%
42	Lease - Copier (and usage charges)	2,550	2,550	-	0.0%
43	Property and Liability Insurance	20,000	20,000	-	0.0%
44	Printing	750	750	-	0.0%
45	Interfund Charges County Treasurer (Fees)	4,860	4,860	-	0.0%
46	Contingency	25,000	**2,000**	**(23,000)**	**-92.0%**
47	**Total Materials and Services**	**162,820**	**139,820**	**(23,000)**	**-14.1%**
48	**Travel, Training, and Staff Development**				
49	Mileage & Parking	2,400	2,400	-	0.0%
50	Travel / Training (Staff)	42,700	42,700	-	0.0%
51	Educational Speaker Series	5,000	5,000	-	0.0%
52	Board/Staff Retreats, Facilitators, Food	3,700	3,700	-	0.0%
53	Dues, Subscriptions, and Memberships	9,625	9,625	-	0.0%
54	**Total Travel, Training, and Staff Development**	**63,425**	**63,425**	**-**	**0.0%**
55	**IT Operations**				
56	IT Professional Services	29,060	**52,060**	23,000	**79.1%**
57	Software	39,820	39,820	-	0.0%
58	Hardware - New, Replacement, Repairs & Maintenance	10,500	10,500	-	0.0%
59	Online Services	17,930	17,930	-	0.0%
60	**Total IT Services**	**97,310**	**120,310**	**23,000**	**23.6%**
61	**TOTAL EXPENDITURES**	**4,228,615**	**4,228,615**	**-**	**0.0%**

11

RESOLUTION

of the BOARD OF DIRECTORS of the

SPOKANE REGIONAL TRANSPORTATION COUNCIL

R-24-24

CY 2024 BUDGET AMENDMENT #2

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 November 14, 2024 amendment #2 to the CY 2024 budget.

ADOPTED: November 14, 2024

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

ATTEST

_____
Angel Jackson, SRTC
Clerk of the Board

To: Board of Directors   11/07/2024

From: Greg Griffin, Administrative Services Manager

TOPIC: SRTC BOARD CONSIDERATION OF ADMINISTRATIVE COMMITTEE RECOMMENDATION

Requested Action:
Approve the Administrative Committee performance evaluation findings and recommendation of a cost of living and merit increase for the Executive Director.

Key Points:

- Resolution R-22-19 established an Administrative Committee as a standing committee of the SRTC Board. Among the duties of the Administrative Committee is the responsibility to annually complete a performance appraisal of the Executive Director and recommend a compensation adjustment as deemed appropriate.

- On 10/4/24 members of the Administrative Committee met to review the annual work plans and performance of Executive Director Lois Bollenback during calendar year 2023.

- The SRTC Board Chair made an announcement to the SRTC Board at the October Board meeting that the review was underway and input from Board members could be provided prior to 10/18/24.

- The SRTC Administrative Committee met again on 11/1/24 and unanimously agreed to propose a cost of living and merit increase of the SRTC Executive Directors base salary for consideration by the full Board.

- The final action will be memorialized in a resolution of the SRTC Board.

Board/Committee Discussions:
The Executive Director presented work plans to the Administrative Committee on 10/4/24. The Administrative Committee met again to review the performance of the Director (11/1/24). Updates of discussions were provided to the full Board as part of the Executive Directors Report in October including an announcement by the Chair.

Public Involvement:
All SRTC Board meetings are open to the public.

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

SPOKANE REGIONAL TRANSPORTATION COUNCIL

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To:	Board of Directors	11/07/2024
From:	Jason Lien, Principal Transportation Planner	

TOPIC: SRTC GUIDING PRINCIPLES - SECOND REVIEW

Requested Action:
None. For information and discussion.

Key Points:

- The Guiding Principles reflect SRTC's vision and values. They were approved by the SRTC Board and are the foundation for SRTC's plans, policies, and programs. There are six Guiding Principles:

  - Economic Vitality
  - Cooperation and Leadership
  - Stewardship
  - System Operations, Maintenance, and Preservation
  - Safety and Security
  - Quality of Life

- As part of the update cycle for the Metropolitan Transportation Plan (MTP), and to ensure policy clarity and direction for the agency, staff have revisited the Guiding Principles. The review has generated suggested updates to the text and policy statements based on new requirements and related project work.

- In alignment with the Equity Planning Framework adopted by the Board in December 2022, a seventh Guiding Principle was drafted on Equity.

- The proposed updates and new Equity Guiding Principle are detailed in the **Attachment** and reflect minor feedback received from the committees and Board in September and October. Staff will present the updates for a final review and look for a consensus to move forward.

Board/Committee Discussions:
Staff presented the initial Draft Equity Guiding Principle at the 04/24/2024 committee meetings and at the 05/09/24 Board meeting. The Attachment was reviewed at the 09/25/24 committee meetings and at the 10/09/2024 Board meeting, then again at the 10/23/24 committee meetings.

Public Involvement:
The Draft Equity GP was presented before the Equity Working Group in July 2024. All SRTC Board and Committee meetings are open to the public.

Staff Contact: Jason Lien, SRTC | jlien@srtc.org | 509.343.6370

Draft Guiding Principles

1) Economic Vitality (stays the same)

Investments and improvements in the regional transportation system will promote economic vitality by moving people, freight and goods to enhance the global competitiveness of the regional economy. Major transportation facilities, and the mobility they provide to, between and within economic activity centers, will stimulate commerce. Horizon 2045 should prioritize and coordinate regional transportation investments aimed at the development of a multimodal system that provides transportation opportunities that enhance accessibility and connections among city centers, regional service centers and attractions, towns, and areas of regional employment.

POLICIES - To promote economic vitality and prioritize transportation investments, SRTC will:
1A (stays the same): Prioritize transportation investments by mode that enhance accessibility and connections between city centers, regional centers, attractions, towns and areas of regional employment.
1B (stays the same): Support areas of potential economic development.
1C Current: Support the efficiency of freight movement.
1C Rewrite: Support the efficiency of freight movement and monitor associated performance measure progress around travel time reliability.
1D New: Support projects that maintain and enhance the Regional Freight Priority Network.

2) Cooperation and Leadership (stays the same)

Horizon 2045 will provide the forum to develop regional transportation priorities, to identify transportation funding needs and to develop strategies to acquire funding in accordance with federal and state planning requirements. Horizon 2045 will help coordinate efforts to communicate with business and community groups and give the public sufficient time to review and comment at key milestones in the transportation planning process. These efforts will bring together all community stakeholders and transportation planning partners in order to present a unified voice in support of the region's transportation needs.

POLICIES - To provide a regional forum for transportation planning and funding, SRTC will:
2A (stays the same): Provide leadership by facilitating coordinated, cooperative and comprehensive transportation planning.
2B (stays the same): Incorporate public processes in significant planning efforts.
2C (stays the same): Promote regional transportation interests, plans and projects to federal, state and local public and private entities.
2D (stays the same): Coordinate transportation relevant data for shared use among regional stakeholders.
2E (stays the same): Strengthen avenues of involvement for all people including those considered underserved regardless of race, national origin or income in the decision-making process.

3) Stewardship

Current Version: Transportation decisions should maximize a positive impact on the human environment while minimizing negative impacts to the natural environment. Investments will follow federal, state and local transportation, environmental and land use plans and policies. This is in addition to following federal and state and local goals as adopted by statute, ordinance, resolution or executive order. SRTC will use performance measures to ensure coordinated regional policies make progress towards established objectives. SRTC and project proponents should demonstrate that projected revenues will sustain current facilities and

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services, and ensure sufficient population demand is anticipated such that new facilities are a prudent application of fiscal resources.

New Draft: Transportation decisions will strive to maximize the positive impacts to the built environment while minimizing negative impacts to air quality and the natural environment. SRTC will promote investments in the region that protect and enhance the environment and promote energy conservation. SRTC will leverage data for the benefit of the region and establish performance measures to ensure coordinated regional policies make progress towards established objectives. SRTC will ensure that the region plans for a resilient, redundant, connected, and equitable multimodal transportation network that can withstand unforeseen disruptions. Coordinated regional investment opportunities will be sought out to support the fiscally constrained planning program and fund project delivery.

POLICIES - To enhance the built environment, protect the natural environment, and promote sustainable regional investment, SRTC will:

3A (stays the same): Ensure transportation decisions minimize impacts to natural resources and conserve non-renewable resources.

3B (stays the same): Make investments that maximize transportation benefits and support federal, state and local goals and maintain a federally compliant TIP.

3C (stays the same): Ensure plans and programs provide for the responsible use of public and private funds while demonstrating financial constraint.

3D (stays the same): Encourage evaluating shared-use of infrastructure for stakeholders and all transportation users.

3E (stays the same): Use performance measures to evaluate how policies and investments support key transportation objectives.

3F New: Enhance ~~overall~~ resiliency in the transportation network by prioritizing projects that reduce greenhouse gas emissions, promote energy efficiency, and ensure infrastructure redundancy and state of good repair.

4) System Operations, Maintenance, and Preservation

Current Version: SRTC will strive to provide adequate funding for projects that address documented transportation needs, reduce lifecycle operation and maintenance costs, conserve energy, and preserve and prolong the existing infrastructure. SRTC and project proponents will use performance-based plans that provide efficient system management.

New Draft: SRTC will strive to provide adequate funding for projects that preserve the region's physical infrastructure, optimize system operations, and reduce costs. SRTC and project proponents will establish performance targets and measures that promote efficient system management and well-maintained infrastructure. Technology solutions will be utilized where appropriate to maximize efficiency of the existing transportation system.

POLICIES - To ensure a high level of system operations and responsible maintenance of the transportation network, SRTC will:

4A Current: Identify cost-effective strategies and utilize technology to optimize system performance.

4A Rewrite: Identify cost-effective strategies and utilize technology to optimize system performance and adaptability considering future growth and potential changes in transportation demand.

4B Current: During winter weather conditions, ensure snow and ice removal and snow storage is regularly maintained and designed for roadways and sidewalks to improve user safety and mobility and to keep the transportation system operational.

4B Rewrite: During winter weather conditions, ensure snow and ice removal and snow storage is managed for roadways and sidewalks to improve user safety and mobility and to keep the transportation system operational for all users.

4C New: Monitor and set performance targets for federally required performance management areas to improve travel time reliability and advance pavement and bridge condition.

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4D New: Promote coordination and collaboration with the Spokane Regional Transportation Management Center (SRTMC) and incident & emergency management agencies.

4E New: Utilize the Congestion Management Process to identify areas of need and implement strategies to improve operational efficiency.

5) Safety and Security

Current version: The regional transportation system will be designed, constructed, operated and maintained to enable healthy, safe, and secure movement of people and goods. The system will enhance safe and secure choices, access and usage of all transportation modes through best-practice design, operational improvements, education and outreach, and technological strategies. Emphasis should be placed on maintenance activities and education to make the system safer.

New Draft: SRTC aims to eliminate fatal and serious injury crashes for all road users. SRTC will promote and implement the FHWA Safe Systems Approach, thus the regional transportation system will be designed, constructed, operated and maintained ~~to ensure~~ so that all road users and their vehicles are able to travel safely, at safe speeds, and on safe roads. SRTC will prioritize investments that make the system safer for all users through best-practice design, operational improvements, education and outreach, and technology-based strategies. SRTC will promote strong regional post-crash care response.

POLICIES - To promote safe and secure travel on all regional transportation networks, SRTC will:

5A Current: Support improvements to roadway safety deficiencies in order to reduce crashes within all modes of transportation.

5A Rewrite: Support improvements to vehicle and roadway safety deficiencies to eliminate fatal and serious injury crashes.

5B (stays the same): Protect critical infrastructures from natural and human threats.

5C New: Review, reassess, and renew data targets regularly to achieve Target Zero.

5D (stays the same): Promote safety through supporting education, outreach and enforcement of rules of the road for all modes that use the roadways.

5E Current: Support transportation infrastructure and operational strategies for emergency response.

5E Rewrite: Support strategies to ensure safe and efficient working conditions for roadway maintenance teams and emergency responders while they provide post-crash care.

5F New: Support structural improvements to the active transportation network in accordance with SRTC's Complete Streets Policy.

6) Quality of Life

Current version: Quality of life issues will be considered in transportation decision-making. The community will strive to have urban, suburban and rural neighborhoods offer safe and convenient forms of healthy, active transportation options for people of all abilities. Decision-making will work toward creating transportation choices through increased availability and improved service. Strengthening existing connections and creating new connections will improve mobility for all users. This includes connections within street networks, to port, rail and airport facilities; and within transit, pedestrian, and bicycle modes. Shared-use infrastructure will increase transportation choices and maximize returns for investments by increasing multi-modal connectivity. Through context sensitive design, the community will strive to support social, cultural and commercial activity and protect unique or indigenous cultural and landscape features.

New Draft: SRTC will promote plans and projects in urban, suburban and rural neighborhoods that offer safe and convenient forms of healthy active transportation options for people of all abilities. Decision-making will strive to create multimodal transportation choices through increased availability and improved service, and Level of Traffic Stress analyses and other relevant data will be leveraged in transportation planning. Strengthening existing connections and creating new connections will improve mobility for all users. Context sensitive design will be considered to preserve cultural, social, commercial, and natural elements of the

region's neighborhoods and communities.

POLICIES – To improve transportation choice and mobility, SRTC will:

6A Current: Incorporate complete streets policies into transportation planning that enhance and expand bike, walk and transit networks and their connectivity.

6A Rewrite: Apply SRTC's Complete Streets policy in transportation planning efforts to advance lower-stress and accessible active transportation options.

6B (stays the same): Improve access and the quality of access to public transit for all people including those considered underserved, regardless of race, age, national origin, income or ability.

6C Current: Implement transit that improves frequency, span and reliability of transit services with a variety of service levels and transit modalities within the region.

6C Rewrite: ~~Implement~~ Support public transit that improves frequency, span and reliability of transit services with a variety of service levels and transit modalities within the region, with emphasis on investments in the Regional Transit Priority Network.

6D Current: Support health-promoting transportation options for users of all abilities to increase opportunities for physical activity while improving demand-management strategies to reduce Single Occupant Vehicle (SOV) trips.

6D Rewrite: Support multimodal transportation options and complementary land-use practices that encourage walking and enhance health and physical activity for users of all abilities.

6E New: Support demand-management strategies to help safely integrate e-bikes and micro-mobility devices while reducing Single Occupant Vehicle (SOV) trips.

6F (stays the same): Support transportation projects that protect culture, value unique characteristics of communities, and contribute to a sense of place.

6G New: Support projects that maintain and preserve active transportation facilities, with emphasis on maintaining and upgrading the Regional Bicycle Priority Network, including extending and filling gaps in regional multi-use trails.

7) Equity (new Guiding Principle)

Social equity and environmental justice issues should be considered as the Spokane region makes transportation planning decisions that will impact lives for generations. SRTC maintains that all people, regardless of their demographic characteristics or barriers they may face, should have safe, dependable, and accessible transportation infrastructure that connects to resources and opportunities and enables them to reach their full potential. As such, users' experience when using the transportation system should not be determined by race, class, or any other identity.

SRTC defines potentially transportation disadvantaged communities in terms of low income, disability status, lack of vehicle access, age dependency, minority status, and limited English proficiency. Transportation disadvantaged residents are present throughout Spokane County in both urban and rural environments, and statewide data indicates that these demographics are disproportionately represented as pedestrian victims in fatal and serious injury crashes. SRTC also considers vulnerable populations as defined in RCW70A.02.010.

POLICIES – To remedy past and existing inequities and ensure that the benefits of our transportation system are accessible to all, SRTC will:

7A: Identify and elevate projects with community support as demonstrated by a robust and well-documented public engagement strategy that includes tailored outreach to vulnerable and transportation disadvantaged communities.

7B: Work to meet established safety targets and address fatal and serious injury crashes by supporting projects that build complete streets, mitigate modal conflict, and foster improved safety in areas where vulnerable and transportation disadvantaged residents make up a large share of the population.

7C: Ensure that all people can benefit from a well-connected transportation network by addressing multimodal connectivity gaps and supporting projects that improve access to employment and service centers for potentially disadvantaged communities.

7D: Employ established federal and state evaluation tools alongside local data in considering environmental justice and health disparities in transportation planning.

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To: Board of Directors   11/07/2024

From: Jason Lien, Principal Transportation Planner

TOPIC: SMART MOBILITY PLAN – DRAFT REPORT

Requested Action:
None. For information only.

Key Points:

- For the past few months, SRTC, with consultant assistance, has been assessing the state of our transportation system and analyzing potential technological solutions to improve its efficiency and safety. This is documented in the draft Smart Mobility Plan, which is **available here for review**.

- Smart mobility refers to the use of technology and data to improve the efficiency, safety, accessibility, and sustainability of the transportation system. The draft report uses a set of criteria to screen various technology applications and includes recommended actions to advance regional transportation goals (see Table 3 in the plan document linked above).

- The schedule is to have an informational item this month and seek committee recommendations later in November, with the SRTC Board voting on final approval of the plan in December. Recommended actions will be included in an assessment of overall regional transportation needs, which will inform the Metropolitan Transportation Plan update.

Board/Committee Discussions:
Staff presented an initial discussion on this work program at the December 2023 committee meetings and at the January 2024 Board meeting. It was again presented to the respective committees and Board in May, June, July, August, and September 2024. A review of the Draft Plan was provided to the committees on 10/23/24.

Public Involvement:
All SRTC committee and Board meetings are open to the public. A Stakeholder Advisory Group was established to further review project milestones and met five times through the course of the project.

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To:	Board of Directors	11/07/2024
From:	Jason Lien, Principal Transportation Planner	
TOPIC:	**RESILIENCY PLAN – DRAFT REPORT**	

Requested Action:
None. For information only.

Key Points:

- Project work for the Resiliency Assessment is nearing completion with release of the draft Resiliency Plan, **available here for review**. The plan identifies vulnerabilities and recommended actions to improve transportation system resiliency (Strategies and Actions begin on page 37 in the linked plan document). The work is being conducted with consultant assistance.

- Resiliency is defined as the ability of the transportation system to anticipate, prepare for, and adapt to changing conditions and recover and regain functionality after a major disruption or disaster. The project builds on information in the Spokane County Hazard Mitigation Plan to assess the risk of potential hazard scenarios and the impact on the transportation system. The technical assessment utilized the Resiliency and Disaster Recovery Tool (RDR), a GIS-based tool developed by the USDOT Volpe Center.

- The schedule is to have an informational item this month and seek committee recommendations later in November, with the SRTC Board voting on final approval of the plan in December. Recommended actions will be included in an assessment of overall regional transportation needs, which will inform the Metropolitan Transportation Plan update.

Board/Committee Discussions:
Staff presented an initial discussion on this work program at the December 2023 committee meetings and at the January 2024 Board meeting. It was again presented to the respective committees and Board in May, June, July, August, and September 2024. A review of the Draft Plan was provided to the committees on 10/23/24.

Public Involvement:
All SRTC committee and Board meetings are open to the public. A Stakeholder Advisory Group was established to further review project milestones and met five times through the course of the project.

Staff Contact: Jason Lien, SRTC | jlien@srtc.org | 509.343.6370

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INFORMATION & DISCUSSION
AGENDA ITEM 9
11/14/2024 Board Meeting

To: Board of Directors   11/07/2024

From: Eve McMenamy, Deputy Executive Director, and

            David Fletcher, Principal Transportation Planner

TOPIC: FEDERAL UNIFIED LIST - DRAFT POLICY STATEMENTS & PROJECT ADJUSTMENTS

Requested Action:
This item is for information and discussion.

Key Points:

- The Unified List of Regional Transportation Priorities (Unified List) is a strategic tool used to communicate current regional transportation priorities to state legislators and Congressional representatives for potential funding opportunities. SRTC annually updates the Unified List.

- The SRTC Board of Directors approved Resolution R-24-08, establishing the 2025 Unified List development process and project evaluation criteria (4/11/24). This was followed by a project submittal period from 4/22/24 through 5/17/24. Projects were required to be on an agency's current legislative agenda and consistent with the region's metropolitan transportation plan, Horizon 2045.

- The 2025 Unified List (Federal Version), provided as an **Attachment**, includes project funding requests that are intended for a federal audience.

- During the November Board meeting, staff will report on information collected from various organizations for potential 2025 policy statements, and updates to project federal funding requests.

Board/Committee Discussions:
The SRTC Board approved Resolution R-24-19, adopting the 2025 Unified List (State Version) at their 9/12/24 meeting. The TAC and TTC recommended its approval at their 8/28/24 meetings. Project evaluation criteria scores, along with potential options for the 2025 Unified List, were presented to TTC and TAC at their 6/26/24 meetings. These items were also presented to the SRTC Board at their 7/11/24 meeting. The Unified List development process and project evaluation criteria were presented to the TTC and TAC at their 2/28/24 and 3/27/2024 meetings. The SRTC Board approved Resolution R-24-08, establishing the 2025 Unified List development process and project evaluation criteria, at their 4/11/24 meeting.

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

Staff Contact: David Fletcher, SRTC | dfletcher@srtc.org | 509.343.6370 or Eve McMenamy, SRTC | evemc@srtc.org | 509.343.6370

2025

UNIFIED LIST OF REGIONAL TRANSPORTATION PRIORITIES AND POLICY STATEMENTS

FEDERAL VERSION

Approved by the Spokane Regional Transportation Council Board of Directors on December _, 2024

SRTC SPOKANE REGIONAL TRANSPORTATION COUNCIL

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SRTC Board of Directors consists of representatives from:

City of Airway Heights

City of Cheney

City of Deer Park

City of Liberty Lake

City of Medical Lake

City of Millwood

City of Spokane

City of Spokane Valley

Freight/Rail Industry

Kalispel Tribe of Indians

Major Employers

Spokane County

Spokane Transit Authority

Spokane Tribe of Indians

Small Towns of Spokane County*

WSDOT—Eastern Region

Washington State Transportation Commission

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* The towns of Fairfield, Latah, Rockford, Spangle, and Waverly are represented by a single seat on the SRTC Board of Directors.

2025 Unified List of Regional Transportation Priorities and Policy Statements | Federal Version
Approved December _, 2024

Spokane Regional Transportation Council
www.srtc.org

Please email contact.srtc@srtc.org or call (509) 343-6370 to receive additional copies of this document.

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CONTENTS

About SRTC

Spokane Regional Transportation Council (SRTC) is both the Metropolitan Planning Organization (MPO) and Regional Transportation Planning Organization (RTPO) for Spokane County. SRTC provides regional transportation leadership and coordination by conducting comprehensive, cooperative, and continuing transportation planning with representatives from local jurisdictions, tribes, transportation providers and local stakeholders. SRTC works to ensure that transportation projects and programs are based on mutually agreed upon goals and priorities developed in an impartial and non-partisan platform.

SRTC operates under the following principles:

▶ Finish what we have started by directing resources towards **completing existing projects**.

▶ Adequately **fund maintenance and preservation** of the existing transportation system.

▶ Identify and advance a broad range of project types to **meet the needs of a growing region**.

▶ Invest in projects that **improve quality of life** in the region in the following ways:

➔ Draw on best practices to address transportation safety issues.

➔ Emphasize equity and consider the needs of all transportation users.

➔ Create safe and convenient forms of active transportation that support public health objectives.

➔ Contribute towards building a resilient transportation system to mitigate the impacts of climate change.

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LEGISLATIVE PRIORITY STATEMENTS

PREPARING FOR TRANSPORTATION BILL REAUTHORIZATION

Continue funding critical programs that provide needed resources to improve transportation <u>safety</u>

Nearly 95 percent of people who die using our Nation's transportation networks are killed on our streets, roads, and highways. Roadway fatalities and the fatality rate declined consistently for 30 years, but progress has stalled over the past decade and went in the wrong direction in 2020 and 2021. There were 40,990 lives lost on U.S. roads in 2023—down slightly from 42,939 in 2021 which was the largest number of fatalities since 2005 (Source: USDOT). The Bipartisan Infrastructure Law (BIL) bolstered the Highway Safety Improvement Program (HSIP) with an infusion of additional funds and created a new grant program, Safe Streets for All (SS4A). These programs are <u>critical</u> in supporting a reduction in fatalities and serious injuries.

SRTC encourages our federal partners to continue funding these programs into the next transportation authorization. Some local agencies are just getting underway with developing SS4A planning "action" grants and will need time to plan and prepare implementation grants to fully release the benefit of the program.
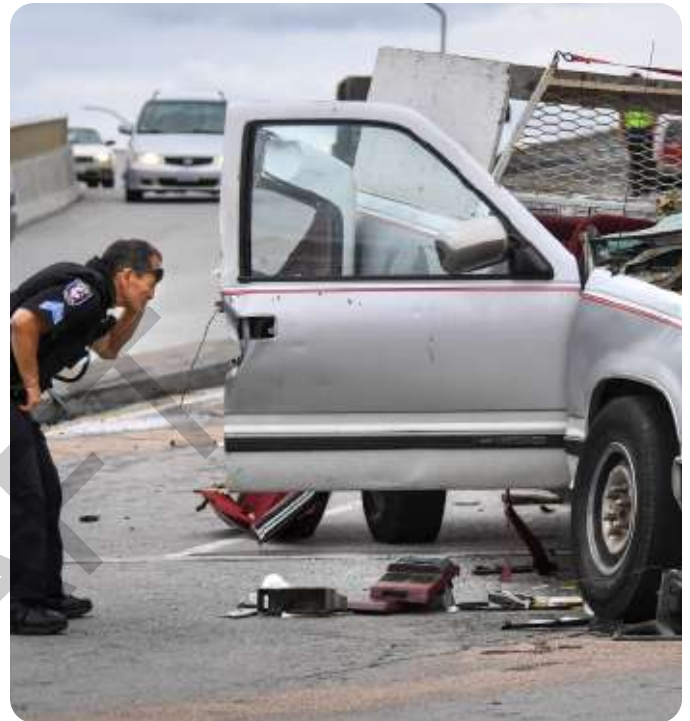
Continue funding transportation system <u>maintenance and preservation</u>

Every day people, communities, and businesses throughout our Nation rely on the existing network of highways, roads and bridges. Our transportation system gets goods to market, people to work, students to school, and so much more. Recently FHWA estimated a $1 trillion backlog in repairs and maintenance needed to improve the condition of more than 619,000 bridges and 4 million miles of public roads. SRTC is appreciative of the BIL in providing a level of funding that addresses the need to repair and replace aging infrastructure. However, there will continue to be a need for investment in maintenance and preservation beyond the life of the current BIL.

SRTC supports a long-term balanced approach to funding will allow states and local agencies to plan and program needed system preservation and maintain appropriate workforce levels to properly address and deliver roadway maintenance and preservation projects.

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Modernize the <u>federal funding formula</u> to ensure funding equitably supports population centers

The BIL provided $303.5 billion in contract authority from the Highway Trust Fund. Of this amount, 90 percent was apportioned to the states by formula. Another $47.3 billion in funding from the General Fund was provided for the Highway Infrastructure Program. Roughly 72 percent of that was distributed to the states by formula. Unfortunately, the formula used to allocate highway funding relies on 2000 census data. Utilizing outdated data in any calculation undermines the program it's intended to serve. Furthermore, higher growth states, like Washington, are not receiving the share of funding needed to address the mobility demands of a growing population. Since 2000, the population in Washington increased just over 30 percent (from 5,910,912 in 2000 to 7,724,031 in 2020) while the US overall grew by just under 19 percent.

Expand Direct Recipient Status for Certain Federal Funding Programs

Currently MPOs rely on pass-through funding from state DOTs, which can lead to delays and reduce the flexibility needed to meet local transportation needs. Granting MPOs direct recipient status for specific federal funds would streamline the funding process, allowing for quicker and more efficient implementation of projects that directly benefit communities. This change would reduce administrative delays, enabling MPOs to align more closely with local needs and priorities while expediting project delivery.

SRTC supports direct recipient status for MPOs which would promote greater accountability and empower MPOs to have a more active role in shaping transportation investments that impact their regions.

Shift from Discretionary to Formula-based Funding for Certain Programs

Discretionary grants, while beneficial, can lead to unpredictable funding allocations that make long-term planning challenging for MPOs and other local agencies. Discretionary grant programs circumvent the local collaborative planning process and shift the decision-making to federal agencies. A shift toward formula-based funding for certain federal programs would allow for a more predictable and equitable distribution of resources.

SRTC supports a shift to formula-based funding to ensure a consistent and transparent mechanism, enabling regions to make informed infrastructure decisions and meet both immediate and future needs with greater confidence.

ADDITIONAL POLICY STATEMENTS

Ensure access to transportation in support of <u>affordable housing strategies</u>

▶ 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.

Fund regionally critical projects on the <u>SRTC Unified List</u>

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

Encourage diversity in the development of <u>clean fuel technologies</u>

▶ 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.

Address funding gaps that are anticipated due to the loss of <u>gas tax revenue</u>

▶ 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.

Enhance transportation investments that support <u>Fairchild Air Force Base (FAFB)</u> 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.

UNIFIED LIST OF REGIONAL TRANSPORTATION PRIORITIES

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.
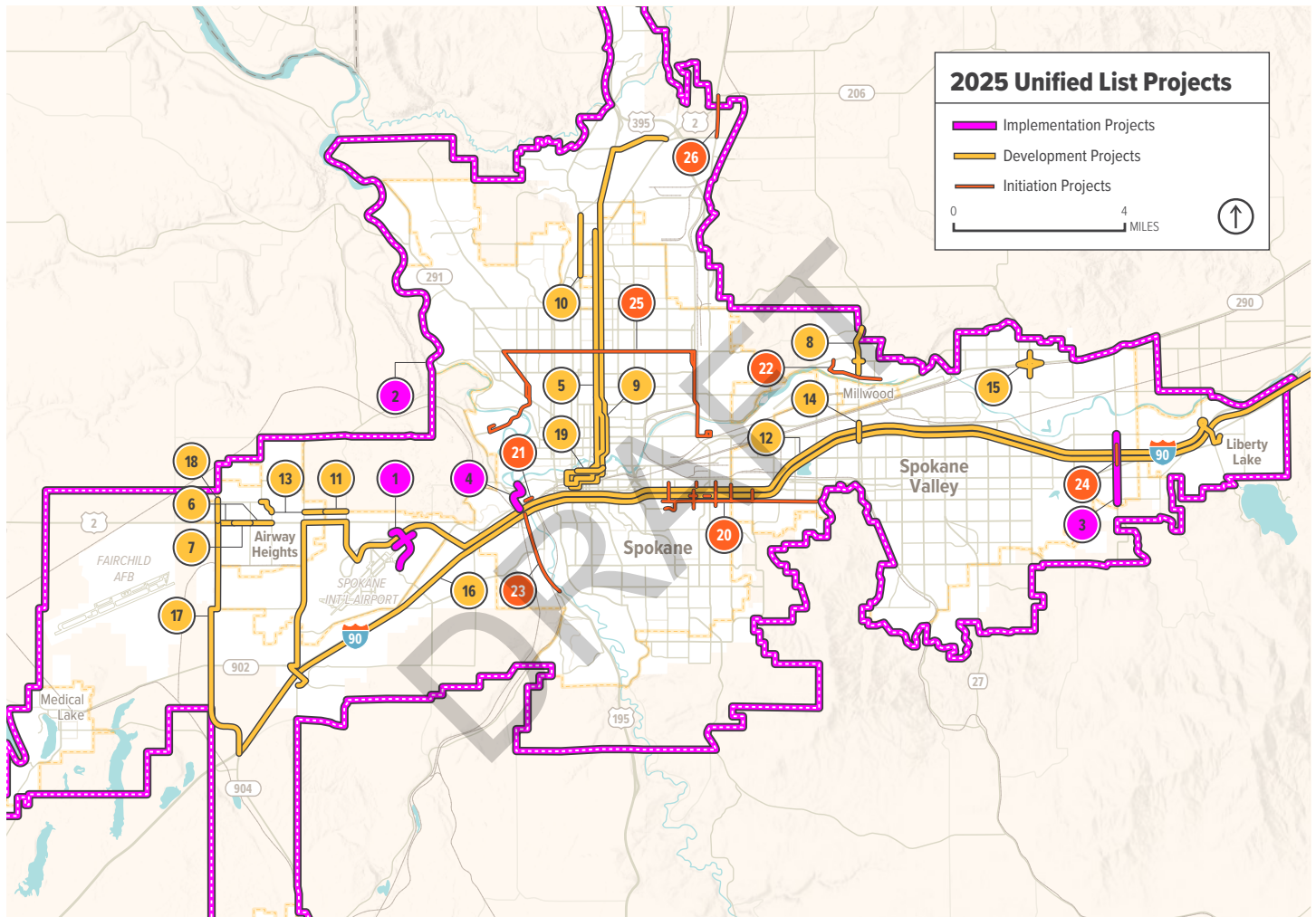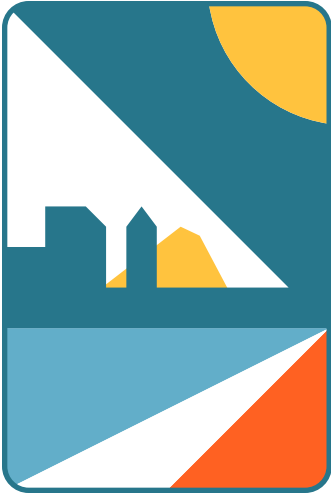

Project Status Categories

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.

Development

▶ Design ≥ 30% complete, right-of-way needs identified, environmental initiated and/ or substantial percentage of funding has been secured.

▶ Project is identified in a local, regional, and/or state plan.

Initiation

▶ Design is < 30% complete.

▶ Project is in the early stage of development and has, at a minimum, been identified in a planning study.

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2025 | UNIFIED LIST OF REGIONAL TRANSPORTATION PRIORITIES

Summary By Project Status

PROJECT STATUS CATEGORY	#	~ COST	FUNDING REQUEST	% OF ~COST REQUESTED
IMPLEMENTATION	4	$133.5 Million	$22.9 Million	17%
DEVELOPMENT	15	$547.8 Million	$225.0 Million	41%
INITIATION	7	$178.6 Million	$132.7 Million	74%
TOTAL	**26**	**$860.0 Million**	**$380.5 Million**	**44%**

Implementation Projects

MAP #	PROJECT TITLE	LEAD AGENCY	PROJECT DESCRIPTION	~COST	FUNDING REQUEST
1	**From Interstates to Airways: Spotted Rd & Airport Dr Safety & Multimodal Improvements**	SIA	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.	$37.2 Million	No Federal Request
2	**STA Fleet Electrification**	STA	Purchase of battery-electric buses (BEB) and required infrastructure to reach the 40 vehicle capacity at the Boone NW Garage and the required infrastructure.	$35.8 Million	$5.3 Million
	Note: Project upgrades buses throughout the Public Transportation Benefit Area (PTBA) and is represented on the map by the PTBA boundary.				
3	**South Barker Rd Corridor**	Spokane Valley	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.	$41 Million	$3 Million
4	**Fish Lake Trail Connection Phases 1–3**	Spokane	Construct a shared-use path connecting the existing Fish Lake Trail to Centennial Trail.	$19.5 Million	$14.6 Million

Development Projects

MAP #	PROJECT TITLE	LEAD AGENCY	PROJECT DESCRIPTION	~COST	FUNDING REQUEST
5	**Division St Active Transportation Access Improvements**	Spokane	Install parallel and connecting active transportation improvements along the Division Corridor to support safe first/last mile bike/ped connections to BRT stations.	$25.8 Million	$25.8 Million
6	**US Hwy 2 Multimodal Improvements Phase I**	Airway Heights	Add pathways and sidewalk, improved pedestrian crossings, traffic calming, transit access, and roundabout traffic control.	$20.1 Million	$18.2 Million
7	**US Hwy 2 Multimodal Improvements Phase II**	Airway Heights	Add pathways and sidewalk, improved pedestrian crossings, traffic calming, transit access, and roundabout traffic control.	$26.1 Million	$22.2 Million
8	**Argonne Rd Safety Improvements**	Spokane County	Reconstruct Argonne Rd/Upriver Dr Intersection, upgrade bike/ped and ADA connections, and add safety improvements at Wellesley Ave intersection.	$28.7 Million	$28.4 Million
9	**Division Bus Rapid Transit (BRT)**	STA	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 Million	No Federal Request
10	**Wall St Safety & Capital Improvements**	Spokane County	Project includes pavement restoration, stormwater infrastructure, new sewer force main, and pedestrian crossing and intersection improvements at Country Homes Blvd.	$11 Million	$10.4 Million
11	**12th Ave — Spokane Phase**	Spokane	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.	$4.9 Million	$4.9 Million

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![SRTC Spokane Regional Transportation Council logo]

**SPOKANE REGIONAL
TRANSPORTATION
COUNCIL**

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To: Board of Directors   11/07/2024

From: Michael Redlinger, Associate Transportation Planner 3

TOPIC: WA STATE DEPT OF TRANSPORTATION (WSDOT) CONSOLIDATED GRANT RANKING

Requested Action:
None. For information and discussion.

Key Points:

- The deadline for submittals to the WSDOT Consolidated Grant Program for the 2025-2027 cycle was 09/17/24. WSDOT will award consolidated funding from six state and federal sources. In our region, SRTC received two project applications. The program supports public transportation related projects, including service between cities and within rural areas, paratransit/special needs transportation, mobility management, and new/replacement vehicles. Project guidance is from our local Coordinated Public Transit-Human Services Transportation Plan.

- The state's application review process requires RTPOs to submit regional rankings for projects submitted to the Consolidated Grant Program. As the RTPO for Spokane County, SRTC facilitates the project ranking process. Rankings are based on A-B-C allocations from the state.

- At the September committee meetings, SRTC staff recruited three volunteers each from the TTC and TAC to review project applications using a set of scoring criteria.

- The group's scores will be averaged and used to determine A-B-C ranking results. A recommendation for the final rankings would come before the TTC and TAC at the respective November meetings, with Board action scheduled for December.

Board/Committee Discussions:
This item was presented to the TAC and TTC in September. This is the first Board discussion of this item.

Public Involvement:
All SRTC Board and Committee meetings are open to the public.

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

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INFORMATION & DISCUSSION
AGENDA ITEM 11
11/14/2024 Board Meeting

To: Board of Directors   11/07/2024

From: Ryan Stewart, Principal Transportation Planner

TOPIC: CY 2025 TRANSPORTATION IMPROVEMENT PROGRAM (TIP) GUIDEBOOK - DRAFT

Requested Action:
None. For information and discussion.

Key Points:

- The SRTC TIP Guidebook establishes goals and objectives for developing and managing the TIP. It outlines specific programming policies, and provides critical TIP timelines and information for various processes.

- The TIP Guidebook is a programming resource for SRTC member agencies, the Board of Directors, and advisory committee members.

- The initial TIP Guidebook was developed in 2013 and is updated annually to incorporate new schedules, procedures, and programming policies.

- Changes to the 2025 Guidebook include:

    o Addition of information about the 2025 Call for Projects.

    o Minor clarification to the change in percentage of total programmed funding that is considered an administrative modification.

    o Updates to the amendment and administrative modification schedules.

- The draft of the CY 2025 TIP Guidebook can be found here.

Board/Committee Discussions:
This is the first briefing on the 2025 TIP Guidebook.

Public Involvement:
All meetings at which the 2025 TIP Guidebook will be discussed are open to the public.

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

SPOKANE REGIONAL TRANSPORTATION COUNCIL

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To: Board of Directors   11/7/2024

From: Lois Bollenback, Executive Director

TOPIC: EXECUTIVE DIRECTOR'S REPORT

Requested Action:
None. For information only.

Key Points:

Ongoing/Upcoming Events & Activities

o Staff attended and presented at the Greater Northwest Rail Summit held in Spokane (10/8-9/24). SRTC staff hosted 2nd Annual Transportation Summit (10/17/24) – "Embracing Innovation: Integrating Technology in Transportation." The event attracted more than 150 participants. Additionally, staff participated in the Bigelow-Gulch Forker Road Ribbon cutting event (10/29/24).

o Upcoming events: There are outreach events scheduled as we approach the end of the year holiday season.

Transportation Funding – Awards & Opportunities

o The City of Spokane received an award of Federal safety funds of $1.66 million to install high visibility crosswalk markings and replace/upgrade stop bars as needed at 35 intersections throughout the city.

o Spokane Valley received an award of Federal safety funds of $1.5 million to install a roundabout, street lighting, curb ramps and other safety improvements at the intersection of Barker Road and 8th Avenue.

Program	NOFO Close Date	Available Funding	Agency
Rural Development Community Facilities Loan & Grant Pgm.	Ongoing	$38 million	DOA
Low Carbon Transportation Materials (LCTM) Program	November 25, 2024	$800 million	FHWA
Promoting Resilient Operations for Transformative, Efficient, & Cost-Saving Transportation (PROTECT) Program	February 24, 2025	$876 million	FHWA

SRTC Administrative Committee Update

The SRTC Administrative Committee met on 11/1/24. Members received an update on the completion of annual audit and "Exit Conference" (10/18/24), reviewed and recommended approval of a CY 2024 Budget Amendment, and completed a performance review of the Executive Director in an Executive Session.

Notice of Board Member Term Expiration

Per the adopted Interlocal Agreement, SRTC Board members serve 3-year terms. Current terms for appointed members expire at the end of December 2024 and appointments for the next term will be required (this includes the Major Employer and Freight Representatives as appointed by the Board). Current members are able to remain as a representative until a replacement is appointed.

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

ACTION ITEMS

Consent Agenda
The consent agenda containing October TAC meeting minutes was approved unanimously.

2025 Unified List of Regional Transportation Priorities (Federal Version)
Mr. Fletcher reviewed funding requests to suit federal needs based on information from project submittal forms.

INFORMATION & DISCUSSION ITEMS

Transportation Improvement Plan (TIP) Guidebook - Draft
Mr. Stewart reviewed the 2025 guidebook updates, proposed changes to the preservation schedule, and outlined the timeline for the 2025 Call for Projects and updated meeting schedule.

Smart Mobility Plan - Draft
Mr. Lien, Ms. Wilbur and Mr. Messner discussed the need to integrate technology into transportation to meet regional needs, with short-term projects like traffic signal upgrades and EV infrastructure, and long-term goals for automated vehicles, asset management, and reducing travel demand.

Resiliency Plan - Draft
Ms. Wilber and Mr. Frkonja discussed various strategies to strengthen transportation systems to keep functioning , including managing risks from earthquakes and landslides, improving planning, and making changes to help communities recover quickly.

SRTC Guiding Principles
Mr. Lien reviewed the updated Guiding Principles, including a new equity principle, and explained how they would influence project selection and be applied in future planning efforts.

ACTION ITEMS

Consent Agenda

The consent agenda containing October TTC meeting minutes was approved unanimously.

2025 Unified List of Regional Transportation Priorities (Federal Version)

Mr. Fletcher explained that the project list now includes both state and federal versions, with updated funding requests for the federal audience.

INFORMATION & DISCUSSION ITEMS

Transportation Improvement Plan (TIP) Guidebook - Draft

Mr. Stewart reviewed the 2025 guidebook updates, proposed changes to the preservation schedule, and outlined the timeline for the 2025 Call for Projects and updated meeting schedule.

Smart Mobility Plan _ Draft

Ms. Wilber discussed the study's goals for integrating technology into transportation, while Mr. Messner presented strategies for near- and long-term projects, including traffic system improvements, EV infrastructure, and shared-use travel modes.

Resiliency Plan - Draft

Ms. Wilber and Mr. Frkonja discussed the Metropolitan Transportation Plan's focus on transportation resiliency, assessing hazards, and strategies for improving system recovery and resilience to disruptions.

SRTC Guiding Principles

Mr. Lien reviewed the updated Guiding Principles, including a new equity principle, and explained how they would influence project selection and be applied in future planning efforts.