

## **MEETING MINUTES**

Spokane Regional Transportation Council Board  
Thursday, December 1, 2005  
SRTC Office - Intermodal Center – Third Floor  
Spokane, Washington

### **1. Call to Order.**

The meeting of the Spokane Regional Transportation Council was called to order by Chair, Mr. Gary Schimmels, at 9:03 am.

### **2. Roll Call/Record of Attendance.**

#### **Board Members in Attendance:**

Dennis Hession, City of Spokane Council Member  
Jerry Lenzi, WSDOT - Eastern Region  
Mark Richard, Spokane County Commissioner  
Gary Schimmels, City of Spokane Valley (Vice Chair)  
Joe Shogan, City of Spokane Council Member  
Dale Stedman, Washington State Transportation Commission

#### **Board Members Absent:**

Amy Jo Sooy, Small Towns Representative (Chair)  
Brenda Redell, Spokane Transit Authority Representative  
Todd Mielke, Spokane County Commissioner  
Bill Brannon, Private Sector Representative (Alternate)  
Pat Dalton, Legal Counsel

#### **Guests Present:**

Bob Brueggeman, TTC  
Steve Worley, Spokane Valley

#### **Staff Present:**

Glenn Miles, Transportation Manager  
Judy Hazard, Administrative Assistant

**A quorum was present at the start of the meeting but it was anticipated a quorum would only be available for a portion of the meeting, so business requiring a vote was taken first, and general discussion was left until the latter part of the meeting putting items out of numerical order.**

**3. Approval of October Meeting Minutes.**

**Mr. Dennis Hession made a motion to approve the October 13, 2005 meeting minutes. Mr. Joe Shogan seconded the motion, which was unanimously approved.**

**5. Administrative Matters.**

**a) Approval of October and November Vouchers**

**Mr. Dennis Hession made a motion to approve the payment of the October 2005 voucher list in the amount of \$74,824.23 and the November 2005 voucher list in the amount of \$79,278.84. Mr. Joe Shogan seconded the motion, which was unanimously approved.**

**b) Bridging the Valley II Supplemental Funding Request**

SRTC requested the Board authorize an increase in STP funding in the amount of \$200,000 to the Bridging the Valley II project to finance additional costs associated with necessary environmental activities, ongoing staff support, and administrative expenses associated with the extended environmental review and approval process.

**Mr. Mark Richard made a motion to approve an increase of \$200,000 in STP funding to the Bridging the Valley II project. Mr. Dale Stedman seconded the motion, which was unanimously approved.**

**c) PTV America Inc. Travel Demand Model Update**

SRTC requested the Board to authorize staff to contract with PTV America, Inc. to update the Spokane Metropolitan Area Travel Demand Model. The update would include integrating the results of the Regional Travel 5 Survey into the model. Since SRTC has PTV America Inc. on a maintenance contract, and they are the developer of the VISUM model, SRTC staff recommended that a sole source contract would be in the best interest of the public and necessary to meet the time frame requested by the SRTC Board at the October 2005 Board meeting. Funding for the contract would come from SRTC regular transportation planning funds and WTP funding provided by the State Legislature through WSDOT. PTV's total cost to do both the 4-step traditional model and the activity-based model was \$265,000. SRTC asked the Board to authorize SRTC to

negotiate the contract for the 4-step model, which will take through April 2006. PTV's cost estimate for the 4-step model is \$220,150.

**Mr. Mark Richard made a motion to authorize SRTC staff to enter into a contract with PTV America, Inc. to update the Spokane Metropolitan Area Travel Demand Model using the 4-step model in an amount not to exceed \$220,150 to be completed by April 30, 2006. Mr. Joe Shogan seconded the motion, which was unanimously approved.**

**d) Manager of Transportation Affairs**

Mr. Glenn Miles has discussed with some SRTC Board members the need for establishing a Manager of Transportation Affairs position at SRTC. This person's responsibility would be to work with the Transportation Manager and the SRTC Board in generating a sustained focus on a select range of transportation needs in order to articulate our transportation system's importance to the region's long term economic sustainability, and to educate various stakeholder groups about the transportation needs of the Spokane region. Mr. Miles advised the recent transportation re-authorization bill has increased the federal transportation planning funds available to SRTC by approximately \$56,000. It is proposed those funds be used in concert with the necessary matching funds to support this position. SRTC asked the Board to consider, and if appropriate, authorize the creation of this position.

The Board members discussed the need and duties of this position and were assured the position was for education and not lobbying. This position is viewed as being someone who would provide both information and advocacy. After discussion the following motion was made:

**Mr. Dale Stedman made a motion to authorize the creation of the staff position of Manager of Transportation Affairs at SRTC. Mr. Dennis Hession seconded the motion, which was unanimously approved.**

**e) Appointment of SRTC Representative to Light Rail Steering Committee**

**Mr. Joe Shogan made a motion to appoint Mr. Gary Schimmels as an SRTC Board Representative to the Light Rail Steering Committee. Mr. Dennis Hession seconded the motion, which was unanimously approved.**

## **9. New Business.**

### **b) Nomination of Election of Officers 2006**

**Mr. Dale Stedman made a motion to appoint Mr. Gary Schimmels chair and Mr. Joe Shogan vice chair of the SRTC Board for 2006. Mr. Mark Richard seconded the motion, which was unanimously approved.**

### **a) Executive Session on Real Estate Matters**

At 9:45 a.m. Vice-Chair, Mr. Gary Schimmels called an Executive Session to discuss real estate matters and asked everyone except the Board Members and the Transportation Manager to leave the room for approximately 5 minutes.

At 9:55 a.m. everyone was invited back into the room.

**Mr. Dale Stedman made a motion that SRTC negotiate with the City of Spokane on the transfer of the Spokane Intermodal Facility and property to the SRTC including the remaining investment fund used to pay SRTC's annual rent and a \$100,000 capital replacement account established for the building. Mr. Dennis Hession seconded the motion, which was unanimously approved.**

## **4. Committee Report.**

### **a) Transportation Technical Committee Report**

Mr. Bob Brueggeman reported that the TTC met on November 16<sup>th</sup>. They received updates on PTV and Bridging the Valley. A Request for Proposals on regional concurrency has been released; responses are due back to SRTC by December 16<sup>th</sup>. The committee members reported on the wrapping up of their jurisdictions' construction projects for the year. They also discussed functional classification change requests.

## **6. SRTC Board Member Comments.**

Mr. Jerry Lenzi reported on the planned viaduct construction. Ramps will be closed and there will be more traffic downtown during that period of construction. Also, WSDOT have been receiving proposals to change the configuration of the interchange at Greenacres.

Mr. Gary Schimmels attended a ribbon cutting ceremony for the completion of I-90 construction work. It had very good attendance.

## **7. Transportation Manager's Report.**

Mr. Glenn Miles stated Spokane County requested an additional \$50,000 for their Bigelow Gulch environmental document. SRTC Board policy allows Mr. Miles to approve up to \$50,000 without Board action so he authorized this allowance and is now advising the Board that he did so. A letter will be sent to Spokane County advising them of the approval of the additional \$50,000.

Intermountain Demographics is under contract with SRTC. They will have their Transportation Analysis Zone (TAZ) estimates done within the next two weeks. Once this is completed the data will be aggregated up to each jurisdiction's level in order to ascertain the control totals. The Board had approved \$10,000 for this contract. The actual cost estimate came in at \$27,000. This is due to the fact they were asked to go down to the TAZ level. Chair Sooy and Vice Chair Schimmels were contacted (consistent with SRTC's By-Laws) at the time the cost estimate came in, as there was no Board meeting taking place at that time. They both agreed to move forward with that contract at the amount of \$27,000. At this time, Mr. Miles asked the Board to make a motion formally ratifying the Chair and Vice Chair's approval of that contract.

**Mr. Joe Shogan made a motion to approve the contract with Intermountain Demographics for \$27,000. Mr. Jerry Lenzi seconded the motion, which was unanimously approved.**

The Board Members were provided the audit results from the Washington State Auditor's Office. Mr. Miles indicated that Mr. Mark Richard attended the exit interview with the auditor. Mr. Richard stated SRTC received no findings and the auditors had great praise for staff and appreciated the working relationship with Mr. Miles and staff. Mr. Richard said SRTC staff should be commended for their work. Mr. Miles advised SRTC will be paying more for the audit this year due to changes in accounting methods. SRTC will be changing its accounting to actual cash as opposed to a modified cash accrual basis.

## **8. Old Business.**

### **a) Bridging the Valley**

FHWA has obligated funds for final design for the Havana overpass on the Bridging the Valley project. Mr. Ross Kelley, Spokane County Engineer, is on the Freight Mobility Strategic Investment Board (FMSIB) and has agreed to ask the Chair of that Board to move the funding for Havana Street that they have into the '06 Appropriations Bill (now in 2010 or 2011). If that money is moved to 2006 that project will be fully funded. HDR, the consultant on the Bridging the Valley project, has indicated they will be ready for this portion of the project to go out to bid by late October, early November of 2006. This additional money will fully fund the \$12.7 million Havana Overpass (Havana reconstructed from Broadway to Trent). The structure will have sidewalks on both sides and sidewalks

approaching all the way from Broadway to Trent and will include a traffic signal. The next Spokane Bridge to be undertaken on this project will be Park.

Idaho received \$5 million in authorization from SAFETEA-LU for the Bridging the Valley project. Idaho Transportation Department staff met yesterday and recommended the first project to be undertaken will be the Rathdrum Main Street underpass. This funding, plus an additional \$1 million, will cover the extension of Main Street, an underpass of the BNSF, and Highway 53 will be brought up so Main Street goes under both the railroad tracks and Highway 53. Their intent is to transfer that project to SRTC who will then initiate a supplemental contract with HDR to do the final design and right-of-way.

### **b) Regional Concurrency Study Update**

A Request for Proposals on regional concurrency has been released. Responses are due back to SRTC by December 16<sup>th</sup>. The results of the RFP will be brought to the Board in January.

## **9. New Business.**

### **c) 2006 Regional Mobility Grant Program**

The WSDOT Office of Transit Mobility has \$20 million this year from the nine and one-half cent gas tax increase and conducted a solicitation for congestion relief related projects (park & rides, transit operations improvements, etc.). Spokane Transit Authority (STA) teamed up with KMPO in Coeur d'Alene to start one-half hour commuter service for buses between Coeur d'Alene and Spokane during the peak hours and then KMPO would use their FTA funds to fund off-peak one-hour service. All day, every day, there would be service going back and forth between Coeur d'Alene and Spokane. This project was submitted for consideration. Mr. Miles is on the advisory board of this group but not the technical review board. STA's project ranked 48<sup>th</sup> out of 53 projects once the projects reached the advisory board for ratification. They claimed it had low impact with high probability of being put in place. A park and ride lot in West Richland was ranked #1 with high probability and high impact. There is a perception on the west side of Washington that this region has no problems that even come close to Seattle or the I-5 Corridor.

## **10. Public Comments.**

No public comments were made at this time.

**11. Adjournment.**

There being no further business before the Spokane Regional Transportation Council Board, the meeting was adjourned at 10:25 am.

---

JUDY HAZARD  
Recording Secretary