

MEETING MINUTES

Spokane Regional Transportation Council Board
Thursday, December 14, 2006
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 1:35 pm.

2. Roll Call/Record of Attendance

Board Members in Attendance:

Jerry Lenzi, WSDOT - Eastern Region
Todd Mielke, Spokane County Commissioner
Mark Richard, Spokane County Commissioner
Brian A. Sayrs, Spokane Transit Authority Representative
Gary Schimmels, City of Spokane Valley (Chair)
Joe Shogan, City of Spokane Council Member (Vice-Chair)
Dale Stedman, Washington State Transportation Commission

Board Members Absent:

Brenda Redell, Small Towns Representative
Bill Brannon, Private Sector Representative (Alternate)
Pat Dalton, Legal Counsel

Guests Present:

Don MacDonald, City of Cheney, TTC
Neil Kersten, City of Spokane Valley
Paul Jensen, Spokane County
Bob Brueggeman, Spokane County
Tom Arnold, City of Spokane
Mary Ann Ulik, DSP
Angela Courton, STA
Dale Smith

Staff Present:

Glenn Miles, Transportation Manager
Jeff Selle, Manager of Transp Relations
Staci Lehman, Pub. Info/Ed Coord.
Judy Hazard, Administrative Assistant

3. Approval of October Meeting Minutes.

Mr. Joe Shogan made a motion to approve the October 12, 2006 meeting minutes. Mr. Brian A. Sayrs seconded the motion, which was unanimously approved.

4. Committee Reports.

a) Transportation Technical Committee Report

Mr. Tom Arnold reported that at the last TTC meeting the members discussed and made a recommendation regarding the STP/CMAQ Call for Projects. They also received a report on Street Standards.

5. Administrative Matters.

a) Approval of October Vouchers

Mr. Dale Stedman made a motion to approve the payment of the October 2006 voucher list in the amount of \$196,646.04. Mr. Joe Shogan seconded the motion, which was unanimously approved.

b) Approval of November Vouchers

Mr. Brian A. Sayrs made a motion to approve the payment of the November 2006 voucher list in the amount of \$154,052.36. Mr. Jerry Lenzi seconded the motion, which was unanimously approved.

Mr. Mark Richard arrived at 1:42 pm.

c) Indirect Cost Plan

Annually, SRTC is required to develop a plan to recover the overhead costs associated with operating the agency from the various grant programs that support SRTC. The Indirect Cost Allocation plan outlines SRTC's year 2005's actual expenses, anticipated 2007 expenses, and over/under recovery of previous years' indirect costs. The rate for 2007 will increase to 31% from last year's 27%. This is among the lowest rates of MPO's in the State of Washington.

Mr. Brian A. Sayrs made a motion to adopt the 2007 Indirect Cost Allocation Plan. Mr. Joe Shogan seconded the motion, which was unanimously approved.

d) FY 2007 UPWP Amendment #1

SRTC is requesting approval of Amendment #1 to the 2007 Unified Planning Work Program. This amendment adjusts for carryover of FY 2006 funds, reduction in RTPO and WTP funds, and additional FTA funds.

Mr. Dale Stedman made a motion to approve the FY 2007 Unified Planning Work Program Amendment #1. Mr. Joe Shogan seconded the motion, which was unanimously approved.

e) Election of Officers

Mr. Brian A. Sayrs made a motion to appoint Mr. Joe Shogan Chair of the SRTC Board for 2007. Mr. Mark Richard seconded the motion, which was unanimously approved.

Mr. Brian A. Sayrs made a motion to appoint Mr. Todd Mielke Vice-Chair of the SRTC Board for 2007. Mr. Dale Stedman seconded the motion, which was unanimously approved.

In order to meet the time constraints of Mr. Joe Shogan, the newly elected Chair for the 2007 SRTC Board meetings, a change in time for the SRTC Board meetings was discussed. The meetings will continue to be on the second Thursday of the month.

Mr. Brian A. Sayrs made a motion to change the starting time of all future SRTC Board meetings to 1:00 pm instead of 1:30 pm. Mr. Joe Shogan seconded the motion which was unanimously approved.

6. Executive Session – (Real Estate Matters) was moved to the end of the agenda.

7. SRTC Board Member Comments.

Mr. Gary Schimmels thanked Mr. Jerry Lenzi for attending a meeting of the Valley Council and giving a talk regarding the North Spokane Corridor. This comment was followed by a discussion of the construction and funding situation of the North Spokane corridor.

Mr. Stedman indicated invitations had been sent to a great many people for a breakfast meeting December 15th at the Spokane Athletic Club. The meeting was hosted by the Spokane Area Good Roads Association and the purpose was to explain the progress made to date and to give a preview of the political landscape to be faced in the near future on the funding situation of the North Spokane Corridor.

Mr. Stedman also gave an overview of the Executive Summary of the new Washington Transportation Plan (WTP). He explained the WTP is a requirement of the federal government and the State of Washington which is to be kept up to date as a 20-year outlook of the transportation needs of the State. The responsibility has been given to the Transportation Commission. A new version is put out every 5 years and changes are made every other year. This is the Executive Summary of the new WTP.

Mr. Lenzi talked about all weather roads and funding for them.

Mr. Richard thanked Mr. Stedman and Mr. Lenzi for their work on the North Spokane Corridor. He wants to get Council of Government approval. He has already received letters in support from mayors.

Mr. Shogan said the City of Spokane is very interested in hearing the results of the Regional Concurrency Study. They want to develop their own concurrency plan.

8. Transportation Manager's Report.

Mr. Miles indicated the SRTC Board authorized the Inland Pacific Hub Feasibility Study at a previous Board meeting. To that end, SRTC has been working with various businesses and agencies. The Governor of Idaho has requested \$250,000 from his Legislature, and Senator Murray's office has asked SRTC to put in a federal request for \$500,000 toward this feasibility study. Also, it is anticipated that funds will be received from Avista and other business donors.

As these funds are not yet available, Mr. Miles asked the Board to approve a short-term personal services contract with Ms. Teresa Sanders dba BD Associates (most recently with the Economic Development Council in Spokane). Ms. Sanders provides an opportunity to obtain a qualified person to provide staff support for this project. Her prior experience and position on various statewide boards and committees provides the experience and understanding necessary to work with the SRTC on the linkages between economic development and transportation infrastructure need, in a time frame that meets the needs of the SRTC and the project.

The purpose for this short-term contract is to assist SRTC and the participating agencies and organizations to facilitate and manage the information being developed to support anticipated public and legislative questions. This contract is to be for an amount not to exceed \$49,000 and would continue until July 1, 2007.

Several SRTC staff positions have been vacated recently, which would allow SRTC to provide some resources up to \$20,000 towards this effort until the results of the two legislative requests is made clear.

Mr. Dale Stedman made a motion to authorize a short-term personal services contract with Teresa Sanders dba BD Associates to assist with the Inland Pacific Hub Feasibility Study in an amount not to exceed \$49,000, which contract will run through and including June 30, 2007. Mr. Todd Mielke seconded the motion which was unanimously approved.

9. Old Business.

a) Call for Projects

The Transportation Technical Committee (TTC) reviewed the initial scoring of the STP and CMAQ funded projects provided by the SRTC staff and also considered additional information discussed on the projects that took place during the TTC meeting in November. The TTC believes the list of projects provides a balanced approach to addressing the region's transportation needs; however, it further indicates the serious lack of funding available to address capital reconstruction, rehabilitation, and preservation needs in the area.

The SRTC staff conducted an initial scoring of 69 applications using the Board approved criteria. The scored projects were presented to the Transportation Technical Committee (TTC) for review and comment. The draft Motions made at the TTC meeting were presented to the Board as attachment #1. Based on the review of the TTC, a final priority array (Attachment #3) was developed and is being recommended for approval by the Board at this meeting.

Mr. Miles explained it is the SRTC Board's responsibility to select the ultimate list of projects for funding. Those projects selected will then be amended into the 2007 Transportation Improvement Program (TIP).

Mr. Tom Arnold, Vice-Chair of the TTC, gave an overview of the TTC's discussion and thought processes during their review of the projects at their November meeting.

After much discussion, the Board approved the final priority array herein set forth below:

Urban Improvement (65% of TMA Funding)	Jurisdiction	Federal Request	Running Total
Appleway Ave Reconstruction-Phase 2; Barker Rd to Hodges	City of Spokane Valley	1,850,900	1,850,900
Five Mile Road Ash St. to Lincoln Rd.	City of Spokane	3,540,000	5,390,900
Argonne Road Rebuild; Frederick to South Riverway	Millwood	1,138,340	6,529,240
Spokane Falls Blvd., Washington to Browne	City of Spokane	250,850	6,780,090

Urban Preservation

Sullivan Rd. PCC Rehabilitation; Mission Ave. and I-90 EB Ramps	City of Spokane Valley	389,300	389,300
Sullivan/Sprague PCC Intersection	City of Spokane Valley	745,100	1,134,400
Broadway Ave. Rehabilitation Proj. #2; Fancher Rd and Thierman Rd.	City of Spokane Valley	525,600	1,660,000
Broadway/Fancher PCC Intersection	City of Spokane Valley	502,600	2,162,600
Broadway Ave. Rehabilitation Proj. #1; I-90 EB/Off Ramp and Park Rd.	City of Spokane Valley	641,100	2,803,700

Urban Preliminary Engineering

Havana Street: Trent & Mission Intersection Study	City of Spokane	64,000	64,000
Park Rd. Reconstruction #2; Broadway and Indiana	City of Spokane Valley	304,500	368,500
Sullivan Rd. Reconstruction; Wellesley to Kiernan	City of Spokane Valley	514,700	883,200
Hatch Road Study; 57th to Hangman Bridge	City of Spokane	69,000	952,200
Harvard Road - Euclid Avenue to SR 290	Spokane County	276,800	1,229,000

Rural Improvement

*Bigelow Gulch/Forker Road - Proj. #2; Urban Boundary to E Weile Rd.	Spokane County	3,000,000	3,000,000
*Crawford Ave. Phase V; Forest Ave. to 200' past Airport Rd.	Deer Park	1,037,906	4,037,906

Rural Preservation

Trails Road Overlay; Hayford Rd to Aubrey L White Parkway	Spokane County	1,127,282	1,127,282
Crawford Ave. Pres.; Forest Ave. to Main St.	Deer Park	379,569	1,506,851

Rural Preliminary Engineering

*Bigelow Gulch Road - Project #4 - Old Argonne; Havana to Forker Rd.	Spokane County	303,157	303,157
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CMAQ

SRTMC Staffing	WSDOT	432,500	432,500
SRTMC System Upgrades	WSDOT	194,625	627,125
Signal Controller Upgrades	City of Spokane Valley	223,800	850,925
Division St. DMS (Dynamic Message Sign) Deployment;	City of Spokane	1,489,552	2,340,477
Spokane River-NCL			
Francis Ave., Division St. to W City Limits ITS Devl & Comm. Infrastructure	City of Spokane	2,131,903	4,472,380
Appleway/Sprague/Dishman-Mica ITS Improvements	City of Spokane Valley	624,100	5,096,480
Pines (SR27) ITS Improvements	City of Spokane Valley	1,801,900	6,898,380
Planning & Implement of Growth & Transportation Efficiency Centers	Spokane County	258,000	7,156,380
I-90 Geiger I/C to WSP District Office ITS	WSDOT	34,600	7,190,980
LED & Diesel Retrofits for Transportation Vehicles	WSDOT	240,000	7,430,980
I-90 East ITS Communications Backbone; Sullivan Rd to Vic. Idaho State Line	WSDOT	1,872,725	9,303,705
Argonne Road Corridor Upgrade	City of Spokane Valley	1,116,400	10,420,105
*US 195 Congestion & Safety Management ITS; Cheney-Spokane Rd to I-90	WSDOT	1,079,895	11,500,000

***Notes:**

- Reduced CMAQ funds to US 195 balance available funds
- Reduced Rural P.E. Bigelow Gulch #4 to available funds
- Reduced Rural Improvement funding on Bigelow #2 \$500,000
- Reduced Rural Improvement Deer Park Crawford Phase 5 \$95,387

Mr. Dale Stedman made a motion to approve the TTC recommendation of projects for STP and CMAQ funding as set forth above and the recommended reduction in project funding to balance with anticipated revenue. Mr. Todd Mielke seconded the motion, which was approved by all present with the exception of Mr. Brian A. Sayrs who voted nay.

Mr. Joe Shogan left the meeting. A quorum is still present at this time.

b) Regional Concurrency Study

- (i) Technical Memorandum #5**
- (ii) Technical Memorandum #6**
- (iii) Technical Memorandum #7**
- (iv) Technical Memorandum #8**

Technical Memorandums #5, 6, 7, and 8 were given to the Board members for review. A draft of the final report was received by SRTC and will be discussed by the Concurrency Committee this week. Staff requested Bucher, Willis & Ratliff to

make changes/corrections to the draft final report. The final memorandum is anticipated in January 2007. This final memo will be a compilation with changes of the memos already received.

Mr. Richard indicated from meetings he has attended, the development community supports the idea of regional concurrency with the understanding of it ending in regional impact fees. This will provide predictability, consistency in fees, and transparency.

c) Street Standards

The TTC received a presentation of the outcome of the meetings held by the street standards sub-committee. The TTC is recommending to the SRTC Board that the standards of the jurisdiction assigned to the Joint Planning Area (sewer, water, private roads, etc.) be adopted. The TTC members were not clear on how far the Board was requesting they research regarding standards for the region. The Board was asked what their intent was in their request about street standards.

Mr. Dale Stedman made a motion directing the Transportation Technical Committee to review street standards and bring back recommendations for common minimum design and performance standards. Mr. Todd Mielke seconded the motion which was unanimously approved.

Mr. Todd Mielke left the meeting at this time. There is no quorum for the remainder of this meeting so no business requiring a motion can be done.

d) Bridging the Valley

The Monthly Progress Report for Bridging the Valley (July 2006 through October 2006) prepared by HDR Engineering was distributed to the Board Members for their information.

10. New Business.

No new business was presented at this meeting.

11. Public Comments.

No public comments were presented at this meeting.

6. Executive Session

a) Real Estate Matters

At 3:40 pm, Chair Schimmels called an Executive Session to discuss a real estate matter and asked everyone except the Board Members and Mr. Glenn Miles to leave the room for approximately 10 minutes. It was understood that as no quorum was present, no action can or will be taken.

At 3:50 pm, everyone was invited back into the room.

The Board confirmed that no Board action was taken during this executive session.

12. Adjournment.

There being no further business before the Spokane Regional Transportation Council Board, the meeting was adjourned at 3:51 pm.

JUDY HAZARD
Recording Secretary