

## MEETING MINUTES

Spokane Regional Transportation Council Board  
Thursday, February 9, 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 1:30 pm.

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

#### Board Members in Attendance:

Bob Apple, City of Spokane Council Member  
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)  
Brenda Redell, Small Towns Representative  
Dale Stedman, Washington State Transportation Commission

#### Board Members Absent:

Bill Brannon, Private Sector Representative (Alternate)  
Pat Dalton, Legal Counsel

#### Guests Present:

Don MacDonald, City of Cheney, TTC  
Ross Kelley, Spokane County  
Tom Arnold, City of Spokane  
Mike DeVleming, Spokane Valley  
John Mercier, Spokane Valley  
Neil Kersten, Spokane Valley  
Dale Rosebrock, Intermountain Demo.  
Shannon Kelly, Congresswoman Morris' Office  
Geneva Mertels

#### Staff Present:

Glenn Miles, Transportation Manager  
Ed Hayes, Sr. Transportation Planner  
Jessica Hill, Transportation Planner  
Tiffany Brooks, Pub. Info/Ed Coord.  
Jeff Selle, Manager Transp. Relations  
Judy Hazard, Administrative Assistant

### 3. Approval of December Meeting Minutes.

Mr. Joe Shogan made a motion to approve the December 1, 2005 meeting minutes. Mr. Mark Richard seconded the motion, which was unanimously approved.

### 4. Committee Reports.

#### a) Transportation Technical Committee Report (TTC) (Don MacDonald)

Mr. Don MacDonald, Chair of the TTC reported that at their last meeting the TTC received updates on the same items as on today's agenda. TTC members reviewed the only proposal received on the Regional Concurrency Study, which was from Bucher, Willis & Ratliffe Corp. They agreed that it should be brought to the SRTC Board for approval.

### 5. Administrative Matters.

#### a) Approval of December 2005 and January 2006 Vouchers

Mr. Dale Stedman made a motion to approve the payment of the December 2005 voucher list in the amount of \$30,126.13, and to approve payment of the January 2006 voucher list in the amount of \$107,583.39. Mr. Joe Shogan seconded the motion, which was unanimously approved.

#### b) Appointment of SRTC Representative to Light Rail Steering Committee

Mr. Brian A. Sayrs made a motion to appoint Ms. Brenda Redell as SRTC Board's representative to the Light Rail Steering Committee. Mr. Joe Shogan seconded the motion, which was unanimously approved.

#### c) 2006-2008 TIP Amendment #1

The City of Spokane has requested the following five projects be added or amended into the TIP.

##### Projects to be added:

***U-District Transportation Safety & Enhancement Project.*** RW Phase. This project is being carried forward from the 2005-2007 TIP.

***Riverside Drive Phase Two & Three.*** PE, RW, and CN phases

***Argonne Road Overlay.*** CN Phase. This project is being carried forward from the 2005-2007 TIP.

***Broadway Avenue Overlay.*** CN Phase. This project is being carried forward from the 2005-2007 TIP.

##### Project funding change:

***Riverside Drive Phase One.*** PE, RW, and CN phases.

**Mr. Brian A. Sayrs made a motion to adopt Amendment #1 to the 2006-2008 Transportation Improvement Program. Mr. Joe Shogan seconded the motion, which was unanimously approved.**

**Mr. Bob Apple arrived at 1:40 pm**

#### **d) Indirect Cost Allocation 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 2004's actual expenses, anticipated 2006 expenses, and over/under recovery of previous years' indirect costs. The rate for 2006 will decrease by 1% to 28%. This is among the lowest rates of MPO's in the State of Washington.

**Mr. Brian A. Sayrs made a motion to adopt the 2006 Indirect Cost Allocation Plan. Mr. Joe Shogan seconded the motion, which was unanimously approved.**

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

Mr. Stedman congratulated Mr. Shogan on his new position as Council President of the Spokane City Council.

Mr. Shogan introduced a new member of the SRTC Board, Mr. Bob Apple, Councilman on the Spokane City Council. He also mentioned it is a crucial time for the Light Rail Steering Committee and their recommendation to the public for the alternatives for light rail.

Mr. Gary Schimmels reminded the Board that there is going to be a joint STA/SRTC Board meeting on March 30<sup>th</sup> at 9 am at STA.

Mr. Sayrs stated he was glad to be back on the SRTC Board as a representative of the STA Board.

**Mr. Todd Mielke arrived at 1:50 pm.**

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

Mr. Glenn Miles introduced a new SRTC employee. Mr. Jeff Selle has been hired as the Manager of Transportation Relations. Mr. Selle has been working very closely with Mr. Stedman. Mr. Miles also advised the Board that SRTC has hired Ms. Jenny Wash, Administrative Clerk, for the Kootenai County MPO.

Mr. Miles indicated that he has been tracking 2006 legislative changes. WSDOT does a very good job of putting out a daily list of bills running through the Legislature. He gave a short update on the status of certain bills in the Legislature. Several legislative and agency staffers in Washington DC have recommended that some people go to Washington DC the first full week in March to talk to staff as well as some of the key

committees about the Bridging the Valley Project because of the Federal Railroad Administration's (FRA) proposed rule-making. The staff from SRTC scheduled to go (with concurrence from the Board) would be Mr. Miles and Mr. Selle (with their costs covered by the agency). Mr. Jerry Lenzi has agreed to go from WSDOT, and Frank Tombari from the private sector is interested in going. Their thought is to go on Sunday, March 5<sup>th</sup> and leaving to come back the morning of Wednesday, March 8<sup>th</sup>. The Board was enthusiastic about the trip and agreed it was a good idea for them to go.

## **8. Old Business.**

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

SRTC has started submitting appropriations requests for Bridging the Valley. Mr. Miles reminded the Board about the provision in the SAFETEA-LU legislation in the Federal Railroad Administration (FRA) portion which called for a funding program that would allow \$20 million per year per state to be used for class I rail line relocation in urbanized areas. In order to be eligible, preliminary engineering and environmental work must be completed. The Bridging the Valley project fits the criteria. Spokane is probably the only project that has the preliminary engineering complete and the categorical exclusion is expected by the beginning of April for the entire 42-mile corridor between Spokane, WA and Athol, ID. FRA has expressed a lot of interest in this project because it would be the first project to use these funds. SRTC wants to be in a position to help them make that program successful. That would allow us to access the \$20 million per year from Washington as well as the \$20 million per year from Idaho which would allow \$40 million a year to go into the project. In six years this project would be complete.

Mr. Miles reported SRTC has received a letter from the Idaho State Office of Historic Preservation clearing the Bridging the Valley route on the Idaho side. This will be formalized and sent to Federal Highways Administration in the next week. The last document to go the Washington State Office of Historic Preservation was delivered today. A letter is anticipated shortly from that office agreeing with the conclusions of Mr. Craig Holstein, WSDOT. With those two final pieces in place, Mr. Miles is pleased to report that in the entire 42-mile corridor there was not one adverse effect environmentally. The Army Corps of Engineers has signed off on the 404 Permits. At a later date, SRTC will be doing a substantial development permit review by the City of Spokane Valley for the Spokane River Bridge. A final documented Categorical Exclusion is expected by the end of March or the beginning of April.

HDR is working on the final design of the Havana Street Project. Interest has been expressed at the 2006 legislative session if SRTC can get the money allocated through FMSIB moved into this current supplemental budget rather than the one that is two-bienniums out in order to make that project ready to go to bid in November 2006. This will take about 16 months to construct. It is critical that this bridge is built so that the City of Spokane can rebuild the Freya Way Bridge.

HDR has provided the final scope of work and fee for the Rathdrum Main Street Underpass.

## **b) Regional Concurrency Study (Request Authority to Contract)**

One proposal was received from the Request for Proposals to Conduct a Study Assessing the Feasibility of the Regional Transportation Concurrency System in Spokane County. This proposal was received from Bucher, Willis and Ratliffe Corp. The technical sub-committee on concurrency met January 17<sup>th</sup> to discuss the proposal. The findings were unanimous that the document was technically sound and the scope, budget and task analysis were in line with the RFP. The sub-committee came to the TTC with a unanimous recommendation to move this proposal forward to the SRTC Board. The proposal is for a period of 8 months at a cost of \$107,331.

**Mr. Mark Richard made a motion to approve a contract with the firm of Bucher, Willis and Ratliffe Corporation to conduct a study assessing the feasibility of the regional transportation concurrency system in Spokane County in the sum of not to exceed \$107,331 with a timeline for completion of eight months. Mr. Brian A. Sayrs seconded the motion, which was unanimously approved.**

## **c) Draft Regional Population and Employment Forecasts**

### **i) Presentation by Intermountain Demographics**

Mr. Dale Rosebrock, Intermountain Demographics, presented the findings from his demographic analysis of this region. The purpose of this analysis was to independently forecast population, housing units, and employment for Spokane County and to allocate changes in those variables to smaller areas in the valley known as traffic analysis zones.

Using an independent population forecasting technique, he predicted that Spokane County's population will increase from 441,600 persons in 2005 to more than 563,700 by 2030. All of Spokane County is forecast to increase by more than 122,000 residents, a gain of more than 22 percent.

The number of housing units in the entire county will reach more than 240,600 units, a gain of more than 53,000 units over the same time period.

Spokane County employment will increase by about 90,000 employees and reach a total of more than 339,000 employees by 2030.

These forecasts are used for transportation planning and travel forecasting. They can also be used for other public sector facility planning (water, wastewater, parks) and public service planning (police, fire, and emergency services). They can also affect economic development as the private sector may use this information in determining future demand for goods and services and for locating or expanding retail and service establishments.

This draft information will be taken back to the TTC members and then back to the Board for approval. This information has a profound impact on the region's travel

demand model and concurrency. A presentation on this information will be given at the Growth Management Act (GMA) Steering Committee meeting.

Mr. Mielke mentioned that at the GMA committee meetings there is a lot of discussion taking place in all jurisdictions on how to appropriately plan between jurisdictions with regard to transportation impacts. Since this is a recurring topic at these meetings he feels it would be extremely valuable for an SRTC staff member to attend in order to answer questions that may come up. Mr. Miles asked for a list of meeting dates so someone from SRTC can attend.

#### **d) Travel Demand Model Development Update**

Mr. Ed Hayes gave an update on the Travel Demand Model. He thanked Spokane County, City of Spokane Valley, City of Spokane, and STA for the all the information provided in GIS into a merged file. This information allowed a network to be created in a much more timely manner. Further data is being merged into the model on an ongoing basis. As this is a land-use based model, one of the main pieces to be decided on at this time is the land use. SRTC is contracting with WSDOT to take traffic counts at approximately 200 sites the second week of April in order to do the calibration based on the year 2006.

#### **9. New Business.**

No new business was presented at this time.

#### **10. Public Comments.**

Mr. Mike DeVleming, City of Spokane Valley, spoke to the Board regarding the extension of the Appleway Couplet Corridor. He advised the Board the City of Spokane Valley has already made a huge financial and staff investment in moving this matter towards hopefully getting this into the MTP and how critical it is for them. They are working on the last of the studies and want to make sure the Executive Director and the SRTC staff share with the Valley any concerns or questions they have in order for the Valley to continue to move towards the critical due dates they have with regards to the financing.

Mr. Richard stated he would like to see a dialogue take place in an open board setting.

Mr. Sayrs urged the Valley to follow through if a contractor is seeing different results from their own transportation analysis they should send it to SRTC. If there is a mistake in the model then the model needs to be fixed. It is not sufficient just to say the results are different they need to know why. If there is a problem in the model, it affects the entire region. Without this Mr. Sayrs would find it very difficult to be able to reconcile the disagreement going on. He is willing to spend a day working with SRTC staff regarding the model so that he can better understand what the model issue is.

Mr. DeVleming would like to make a presentation at the March SRTC Board meeting. He would like to give a short presentation on where the Valley is on this issue. If they miss the July deadline it puts them 3 years behind in having to reapply for funds.

Mr. Miles agreed and, in fact, suggested this issue be an ongoing "Old Business" agenda item for the SRTC Board. He cautioned the Board and the Valley they are working on an Federal Environmental Assessment and have been given very specific directions as late as two weeks ago from Steve Saxon and Dave Leighow and WSDOT Local Programs on the process they must go through in order to maintain the required fair and objective evaluation of alternatives. If there are presentations to be made before this Board or to the City Council they need to be "fair and objective" presentations.

Mr. Lenzi said the Valley must show a legitimate purpose and need.

Mr. Miles would like the material to be presented included in the packet ahead of the meeting and there is no by-leave presentation that may create bigger problems than they are trying to solve. Mr. Miles stated there is a perception he is against this project. He is not. He is against creating an environment which will make it impossible for Federal Highway Administration to support and \$4 million will not build what the Valley is trying to build. If they need to go to Federal Aid funds in order to do it, FHA must sign off on the environmental document.

## **11. Executive Session.**

At 3:00 pm, Chair Schimmels called an Executive Session to discuss an employment matter and asked everyone except the Board Members to leave the room for approximately 5 minutes.

At 3:10 pm everyone was invited back into the room.

The Board indicated no action was taken during the executive session.

## **12. Adjournment.**

There being no further business before the Spokane Regional Transportation Council Board, the meeting was adjourned at 3:10 pm.

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JUDY HAZARD  
Recording Secretary