

## **MEETING MINUTES**

Spokane Regional Transportation Council Board  
Thursday, September 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.

**A quorum was not present at the start of the meeting so general business was taken first until a quorum was available for voting purposes putting items out of numerical order.**

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

#### Board Members in Attendance:

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:

Bob Apple, City of Spokane Council Member  
Bill Brannon, Private Sector Representative (Alternate)  
Jerry Lenzi, WSDOT - Eastern Region  
Brenda Redell, Small Towns Representative  
Pat Dalton, Legal Counsel

#### Guests Present:

Don MacDonald, City of Cheney, TTC  
Bob Brueggeman, Spokane County  
Ryan Stewart, STA  
Amy Cannata, Spokesman-Review  
Greg Sweeney  
Paul Kropp

#### Staff Present:

Glenn Miles, Transportation Manager  
Ed Hayes, Sr. Transportation Planner  
Jeff Selle, Manager Transp. Relations  
Val Melvin, SRTMC Traffic Engineer  
Judy Hazard, Administrative Assistant

### **4. Committee Reports.**

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

Mr. Don MacDonald reported the TTC received a presentation from Bucher, Willis & Ratliffe regarding regional concurrency, formed a sub-committee to discuss street standards and were informed of the STP/CMAQ funding Call for Projects.

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

Mr. Joe Shogan indicated the City of Spokane is looking forward to hearing the results of the concurrency study once it is completed.

Mr. Dale Stedman gave an update on the matters the Washington Transportation Commission has been undertaking this year. He said they have been working on the Washington Transportation Plan (WTP) for the past two years and have met with all the MPO's and RTPO's in the state; they met here in Spokane on August 10<sup>th</sup>. They will be taking the WTP to the Legislature in January.

Mr. Stedman also reported on the status of the group that has formed to look at transportation needs for this region. The group does not have a name yet but it is comprised of people from SRTC, WSDOT, and Avista.

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

Mr. Glenn Miles reported that Ms. Val Melvin is working on the street standards issues. At this time she is waiting to receive the street standards from one jurisdiction.

The Board members received a copy of the Washington State Auditor's Office Financial Statements and Federal Single Audit Report. This audit report confirmed there were no audit findings for SRTC.

Mr. Miles reported on the Transportation Enhancement Program. This was passed by the Congress in 1991 and has been very popular with local jurisdictions. Several categories have been added under the SAFETEA-LU legislation. There has been interest on the part of the Legislature to guide and direct the emphasis areas in the Enhancement Program. A survey has been sent to the MPOs regarding the enhancement process and procedures, which SRTC has responded to. They are studying the responses and what happens from this survey is yet to be determined.

**Mr. Mark Richard arrived at 1:45 pm.**

## **8. Old Business.**

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

The final federal environmental clearance for Bridging the Valley (Spokane to Athol, Idaho) was received August 22nd. This project is now environmentally cleared for the 20 grade separations, the double track across the Spokane River, and the additional main line on the BNSF Corridor. As funding is received, we can move forward with the final design, right-of-way, and construction of projects that are part of the overall program.

The Havana Street project has put in for right-of-way funding. It is hoped that particular part of the project will get under construction in the spring of 2007. In Washington the next bridge will probably be Park and then Pines depending on funding.

A State-Local Agreement has been signed in Idaho to begin the Rathdrum Main Street Extension Underpass, which will probably be ready to go in 2008.

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

Mr. Ed Hayes reported Mike Pawlak of Bucher, Willis & Ratliffe was in Spokane last week and met with elected officials from the majority of the local jurisdictions to get their input on concurrency. They will be sending their Socio-Economic Report to SRTC next week. They plan to add a task item (a technical memorandum), which is called Local Perspectives on Regional Concurrency, which memorialized those things they found in their interviews with the elected officials. This memo will be received in the next several weeks. Tech Memo 6 and 7 will be received next week. This is a review process and the technical aspects of implementing a regional system and what regional facilities should be in that concurrency system and what should not. Once these memos have been reviewed by staff they will be forwarded to the TTC members and the Board for comments.

**Mr. Todd Mielke arrived at 1:55 pm. At this time the SRTC Board now has a quorum.**

### **c) Call for Projects**

The Call for Projects for STP and CMAQ funding is out to the jurisdictions at this time. Applications for projects are due to SRTC by September 27<sup>th</sup>. As they are received, they will be reviewed for eligibility, formatting, etc. A list of projects and their requested funding amount will be compiled and advertised in the newspaper and placed on SRTC's website. SRTC staff will review and prioritize the eligible projects taking into account any comments from the public. The prioritized list will be then given to the TTC at their October meeting for further

review and/or prioritization. The list will be brought to the SRTC Board at their November meeting.

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

Mr. Ed Hayes gave a short general overview on the Travel Demand Model. The model development process has been completed and there is now a calibrated base.

### **3. Approval of September Meeting Minutes.**

**Mr. Joe Shogan made a motion to approve the August 10, 2006 meeting minutes. Mr. Dale Stedman seconded the motion, which was unanimously approved.**

### **5. Administrative Matters.**

#### **a) Approval of August Vouchers**

**Mr. Mark Richard made a motion to approve the payment of the August, 2006 voucher list in the amount of \$175,608.42. Mr. Joe Shogan seconded the motion, which was unanimously approved.**

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

#### **a) Draft Transportation Improvement Program (TIP)**

The Draft Transportation Improvement Plan (TIP) has been advertised in the legal notices and is now out for public review. It is available at the WSDOT, Eastern Region office, SRTC office, and on SRTC's website at [www.srtc.org](http://www.srtc.org). A public meeting will be held September 19<sup>th</sup>, and all comments must be received by October 9<sup>th</sup>.

The projects from the current Call for Projects will be amended in the TIP at a later date. An air quality conformity review is being done at this time and will be added into the TIP before it is finalized.

### **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 2:25 pm.

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JUDY HAZARD  
Recording Secretary

Notice is hereby given by the Chair of the Spokane Regional Transportation Council Board, pursuant to RCW 42.30, that the Spokane Regional Transportation Council Board will hold a meeting at 1:30 pm or as soon as possible thereafter, on Thursday, September 14, 2006 at SRTC, Intermodal Center (Amtrak-Greyhound Station), 221 W. First Avenue, Suite 310, Spokane, WA 99201

## A G E N D A

1. Call to Order.
2. Roll Call/Record of Attendance.
3. Approval of Minutes
  - a) August 2006 SRTC Board Minutes
4. Committee Reports.
  - a) TTC Meeting (Don MacDonald, TTC Chair)
5. Administrative Matters.
  - a) Approval of August Vouchers
6. SRTC Board Member Comments.
7. Transportation Manager's Report.
8. Old Business.
  - a) Bridging the Valley
  - b) Regional Concurrency Study (Project Status)
  - c) Travel Demand Model Development Presentation
  - d) Call for Projects (Status)
9. New Business.
  - a) Draft Transportation Improvement Program (TIP)
9. Public Comments.
10. Adjournment.

For special accommodation/translation services, call (509) 343-6370 or fax (509) 343-6400, 48 hours in advance.

SRTC assures nondiscrimination in accordance with Title VI of the Civil Rights Act of 1964, and Civil Rights Restoration Act of 1987 (P.O. 100.259) and the Americans with Disabilities Act.

# 5.a

## SPOKANE REGIONAL TRANSPORTATION COUNCIL VOUCHERS PAID FOR THE MONTH OF AUGUST, 2006

As of this date, September 14, 2006, the Spokane Regional Transportation Council approves the payment of the August, 2006 vouchers included in the following list in the total amount of \$ 175,608.42.

Chairman					
Date	Voucher	Vendor	Description	Amount	
8/9/06	V118055	Coeur d'Alene Press	Legal Notice: SH 97 Development Plan RFP - KMPO	37.08	
	V118056	Dell Marketing LP	Minor Equip: Computer - ITS	1,130.07	
	V118057	Journal of Business	Subscription: Newspaper, 3 Years to 10/26/09	76.00	
	V118058	Lehman, Staci E.	Travel: Mileage, 7/30-8/12/06	19.14	
	V118059	Miles, Glenn F.	Travel: Mileage-June/July; Edmonton,AL, //1/-18/06	678.06	
	V118060	OneEighty Networks	Telephone: Website Hostings, VLAN Service-August	459.88	
	V118061	Pitney Bowes Inc	Postage: Meter Rental to 9/15/06	42.32	
	V118062	PTV America Inc.	Cont Svcs: Travel Demand Model Update-June 2006	32,485.87	
	V118063	Qwest	Telephone: DSL & Internet Services to 8/10/06	84.06	
	V118064	Seattle Times	Legal Notice: SH 97 Development Plan RFP - KMPO	547.20	
	V118065	Spokane Valley News Herald	Subscription: Newspaper, 1 Year to 8/28/07	24.00	
	V118066	URS Corporation	Cont Svcs: Streetcar Study Services to 6/30/06	1,519.50	
	V118067	WA State Dept. of Retirement	Retirement Contributions, July 2006	4,179.89	
	V118068	Washington Trust Bank	Travel: EH-8/23; GM-//1/-18/06; Operating Supplies Legal Notice-RFP-Idaho Statesman	1,608.60	
	V118069	Washington Gov't Entity Pool	Insurance: 2007 Policy Year, 9/1/06-8/31/07	9,051.00	
	8/24/06	V118070	XO Communications	Telephone: Lines-Aug.;LD-July; 1-800#-KMPO-Aug.2006	511.39
		V118071	Ikon Office Solutions	Equip Maint: Copier Charges to 7/25/06	280.32
V118072		VOID		0.00	
V118073		VOID		0.00	
V118074		PTV America Inc.	Cont Svcs: Travel Demand Model Update-July 2006	37,060.86	
V118075		Qwest	Telephone: DSL & Internet Services to 9/10/06	84.04	
V118076		Ragaza-Bourassa, Anna	Travel: Mileage-May/June; Olympia, Air Toxics, 8/21/06	215.85	
V118077		Shake, Rattle, & Boil	Supplies: Mtg. Exp., WA State Transp. Plan Update Mtg.	150.00	
V118078		Spokane Co. Information Systems	Software Maint: ESRI, Prepay for July 2007	568.87	
V118079		Wash, Jennifer	Travel: Mileage, 7/25-8/3/06	64.08	
V118080		WA State Auditor	2005 Audit: Services, June / July 2006	5,266.20	
	Spokane, City of-Salaries/Benefits	Pay Periods Ending: 7/29 and 8/12/06	78,772.80		
	Spokane, City of-MIS	IF DP Services: June/July 2006	61.34		
	Spokane, City of-Treasurer's Dept.	IF Warrant Services: 2nd Quarter, 2006	30.00		

THE DRAFT TRANSPORTATION IMPROVEMENT PROGRAM (2007-2010) WAS DISTRIBUTED TO THE BOARD MEMBERS AT THE AUGUST 2006 MEETING. THE TIP IS AVAILABLE AT THIS WEBSITE UNDER THE CATEGORY "DOCUMENTS, STUDIES AND PLANS".