

MEETING MINUTES

Spokane Regional Transportation Council Board
Thursday, June 14, 2007
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. Joe Shogan, at 1:07 pm.

2. Roll Call/Record of Attendance

Board Members in Attendance:

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

Board Members Absent:

Allan Gainer, Spokane Transit Authority Representative
Micki Harnois, Small Towns Representative
Pat Dalton, Legal Counsel

Guests Present:

Stan Schwartz Esq.
Steve Worley, Spokane Valley
Katherine Miller, City of Spokane
Scott Egger, City of Spokane
Susan Meyer, STA
Theresa Sanders
Latisha Hill
Wayne Frost
Andrew Worlock
Catherine O'Connell

Staff Present:

Glenn Miles, Transportation Manager
Stacy Lehman, Pub. Info/Ed Coord.
Val Melvin, SRTMC Traffic Engineer
Deborah Napier, Transportation Planner II
Jeff Selle, Manager Transportation Relations
Judy Hazard, Administrative Assistant

3. Approval of May Meeting Minutes.

Mr. Dale Stedman made a motion to approve the May 10, 2007 meeting minutes. Mr. Jerry Lenzi seconded the motion, which was unanimously approved.

4. Committee Reports.

a) Transportation Technical Committee (TTC) Report

Mr. Steve Worley reported on the May TTC meeting. He indicated they discussed concurrency, visualizations for the TIP and MTP, the East Valley, Rathdrum Prairie Study, and received a presentation on the Comp Plan Amendment Checklist. The chair, Mr. Tom Arnold has left the City of Spokane; Mr. Steve Worley was elected as the chair and Mr. Mike Gribner vice chair for the remainder of 2007.

Following Mr. Worley's report, the Board expressed a desire that the Comp Plan Checklist be finalized and accepted as soon as possible.

5. Administrative Matters.

a) Approval of May Vouchers

Mr. Mark Richard made a motion to approve the payment of the May 2007, voucher list in the amount of \$96,221.80. Ms. Nancy McLaughlin seconded the motion, which was unanimously approved.

b) Approval of SRTMC Website RFP (PLY Interactive)

The Spokane Regional Transportation Management Center (SRTMC) has recommended to the SRTC Board approval of a contract with the firm PLY Interactive to upgrade the SRTMC website in an amount not to exceed \$149,000 in existing CMAQ and FHWA funds. The SRTMC Operating Board discussed proposals and recommended the selection of PLY Interactive at its May 8, 2007 meeting.

Mr. Todd Mielke made a motion to approve the recommended contract with PLY Interactive to upgrade the SRTMC website in an amount not to exceed \$149,000. Mr. Gary Schimmels seconded the motion which was unanimously approved.

c) Backup Solution (IT Lifeline)

SRTC staff requested approval of a contract with IT Lifeline of Liberty Lake, Washington to provide off site data archive and storage for critical data related to

both the SRTC and SRTMC in order to guard against data corruption, infection, or destruction in the event of an onsite failure. The amount of the contract would be \$567 per month.

Mr. Dale Stedman made a motion to approve SRTC entering into a contract with IT Lifeline in the amount of \$567 per month. Mr. Todd Mielke seconded the motion which was unanimously approved.

d) UPWP Amendment #2

SRTC requested approval of Amendment #2 to the 2006-2007 Unified Planning Work Program to incorporate an increase in final FHWA PL funding in the amount of \$93,552 and reallocate existing funds to match anticipated expenditures through the end of the fiscal year (June 30, 2007).

Mr. Mark Richard made a motion to approve UPWP Amendment #2. Mr. Dale Stedman seconded the motion which was unanimously approved.

e) Federal Functional Classifications Request

The TTC and SRTC staff unanimously recommended the SRTC Board approve Spokane County's request to add South Colville Road-Dalton Road, from US 395 North 1.5 miles north to Crawford Avenue in Deer Park on to the Federal Functional Classification System.

Mr. Dale Stedman made a motion to approve Spokane County's request to add South Colville Road-Dalton Road, from US 395 North 1.5 miles north to Crawford Avenue in Deer Park on to the Federal Functional Classification System. Ms. Nancy McLaughlin seconded the motion which was unanimously approved.

f) Membership in Coalition for America's Gateway

Theresa Sanders and Latisha Hill, members of the Inland Pacific Hub, gave an overview of the Coalition for America's Gateways and Corridors (CAGC). They explained the goal of the CAGC is to raise public recognition and congressional awareness of this need and to promote sufficient funding in federal legislation for trade corridors and gateways.

The SRTC staff and the Inland Pacific Hub members recommended to the Board that they consider joining the coalition to increase the awareness of our area's effort to develop an Inland Pacific Hub (Hub) and increase economic development by taking advantage of our regional transportation infrastructure. The annual dues is \$5,000 per year.

Mr. Miles explained there are two levels of involvement, the policy level and the staff level. As information is received from the CAGC by Mr. Miles it will be transmitted electronically to all the elected officials in this area.

Mr. Todd Mielke made a motion that SRTC apply for membership to the Coalition for America's Gateways and Corridors. Ms. Nancy McLaughlin seconded the motion which was unanimously approved.

It was agreed that after one year the subject of this membership would be revisited to see if it would be beneficial to join for another year.

6. SRTC Board Member Comments.

Mr. Joe Shogan attended a meeting yesterday of the sub-committee for the Inland Pacific Hub. They agreed the next step is to commission a study of the assets available in this area. This is a \$1 million study of which \$250,000 has already been obtained from the State of Washington and it is hoped another \$250,000 will be forthcoming from the State of Idaho.

Mr. Jerry Lenzi gave an update on the North Spokane Corridor. WSDOT is anticipating that the piece between Farwell and Francis will be drivable the beginning of 2009.

Ms. Nancy McLaughlin asked about what is needed to untable Item 8a (FTA Section 5307 Call for Projects). Mr. Stan Schwartz advised that a motion is required.

7. Transportation Manager's Report.

No report was given at this time.

8. Old Business.

a) FTA Section 5307 Call for Projects

Ms. Nancy McLaughlin made a motion to remove this item from the table. Mr. Todd Mielke seconded the motion which was unanimously approved.

Mr. Glenn Miles distributed a letter he received dated June 8, 2007 from Ms. Linda Lawson, Director, Office of Safety, Energy and Environment of the U.S. Department of Transportation. The Board members were given time to read the letter. Discussion took place regarding the letter. The need for a Memorandum of Understanding between STA and SRTC was discussed also.

It was agreed that Mr. Glenn Miles and Ms. Susan Meyer will meet the beginning of next week and attempt to draft a Memorandum of Understanding which they

will then give to their respective Board attorneys for finalization. It is anticipated this document will be brought to the SRTC Board for approval at their July meeting.

Mr. Miles reminded the Board that a Board Memorandum was presented to the SRTC Board on April 12, 2007 as Item 8.a regarding FTA Section 5307 Call for Projects. The memo contained a recommendation from SRTC staff that the SRTC Board was being requested to consider the appropriate allocation of anticipated 2008-2011 FTA Section 5307 Funds for the selection of proposed capital projects on January 11, 2007. Three options were given to the Board for their policy consideration. After discussion the Board opted for Option #1 (Parts A, B, and C) from the April 12, 2007 Board Memorandum.

Item #1 of the above-referenced letter reads as follows:

1. Representatives from SRTC, STA, and WSDOT met on March 23, 2007 to discuss the current and potential utilization of FTA Section 5307 Capital Formula Funds based on the results of the Call for Projects and the outcome of the TTC meeting. While not reaching a conclusion on the statutory roles and responsibilities of SRTC and STA related to Section 5307 funding, the group agreed that a cooperative solution would be in the best interest of the region. Therefore this option from the group proposes the following:
 - A. The anticipated FTA Section 5307 funds of 26.5 million dollars apportioned to the Spokane Urbanized Area for 2008-2011 should be selected to support the Capital Project Requests for Preventative Maintenance and Transit Enhancements submitted by Spokane Transit Authority; and furthermore,
 - B. In consideration of the selection of Preventative Maintenance and Transit Enhancement projects for Spokane Transit Authority, Spokane Transit Authority will approve the allocation of 2.5 million dollars per year, for years 2008-2011 to support transit related road projects prioritized and selected through the SRTC project prioritization and selection process; and furthermore,
 - C. The SRTC will extend the call for projects to provide an opportunity for jurisdictions not included in the most recent call for projects, but that are contained within the Spokane Transit Authority service area, to apply for and have their project proposals scored with other projects previously submitted.

Because this item has been on the agenda this Board can take action to move that forward even without a Memorandum of Understanding because that was what was collaboratively agreed to. That addresses the amendment that was brought forth and that also allows STA to take it back to their June Board meeting to get it into the STIP should they choose.

Mr. Gary Schimmels made a motion to approve Option #1 (Parts A, B, and C) of the SRTC Board Memorandum presented to the SRTC Board on April 12, 2007. Mr. Jerry Lenzi seconded the motion which was unanimously approved.

b) Regional Concurrency Study Presentations

Mr. Miles indicated the SRTC has been giving presentations of the Regional Concurrency Study to various jurisdictions. They are tentatively scheduled to give it to the Spokane City Council June 25th and will be giving it June 19th to the City of Spokane Valley. They are attempting to schedule dates with small towns in the region.

Mr. Shogan said a meeting will take place June 28th at 10:00 am for the Local Government Committee of the State House of Representatives in the City Council Chambers. They will be discussing SRTC's Regional Transportation Concurrency Study and the related GMA concurrency transportation planning issues. Mr. Shogan will be on the panel along with Mr. Richard, Mr. Lenzi, Ms. Harnois, and Mr. Miles. The topics will include the City of Spokane's perspective on the SRTC's study and its conclusions and recommendations, GMA concurrency and regional transportation planning, and key local concurrency issues.

Ms. McLaughlin thanked Ms. Val Melvin for the presentations she has been giving to the various meetings. Ms. McLaughlin has come to the conclusion from hearing the presentation that it will take the political will of the elected officials to have concurrency happen in the region.

Mr. Miles stated that in speaking to Mr. Tomas Osborne of the House Local Government Committee he said he is interested in the jurisdictional perspective on what could be improved with the GMA legislation related to concurrency that helps jurisdictions work together.

c) East Valley/West Rathdrum Prairie Transportation Study

The agency and public scoping process for the East Valley/West Rathdrum Prairie Transportation Study has been completed. On June 8th, SRTC received the population and employment modifications from Liberty Lake.

Mr. Miles gave an overview of the modeling issues SRTC has been experiencing for the past several months. He explained the problem with merging the data at the border of Idaho and Washington into the travel demand model and acknowledged there were some data problems in the Traffic Analysis Zones (TAZ) but in working with PTV these have been corrected. SRTC has looked at some of the concerns that have been expressed regarding 2015 and 2030

regarding the future land use in that area. This also has been addressed. The model is now migrated together; the new travel demand model SRTC has been working on with the local jurisdictions was received from PTV this week. Ms. Melvin and Ms. LaCombe, SRTC staff have been working on making sure the model is accurate.

A meeting is scheduled for June 22nd which will be a study session on the model and the data going into it. The jurisdictions and the development community in that area have been notified. It is hoped the model can get out as soon as possible.

At this point in the meeting Mr. Andrew Worlock, Greenstone Corporation, was asked to address the Board with his concerns. A letter addressed to Board Member Ms. Nancy McLaughlin written by Mr. Jason Wheaton, President of Greenstone Corporation was distributed to the Board yesterday via email and today via hard copy. The letter was regarding the Liberty Lake Transportation Mitigation Plan. Mr. Worlock gave an overview of the letter which was followed by discussion from the Board and Mr. Miles. The Board directed Mr. Miles to meet with Greenstone Corporation and work out the issues and concerns addressed in the June 13, 2007 letter from Greenstone Corporation to the SRTC Board by the next Board meeting and report the outcome to the Board. If there is a problem, Mr. Worlock is to contact Chair Shogan. Mr. Shogan will contact Liberty Lake Mayor Steve Peterson and advise him the same.

9. New Business.

a) Transportation Summit

Mr. Dale Stedman reported that the Washington State Legislature appropriated money for and charged Washington Transportation Commission with the planning of a Transportation Summit to be held in Spokane September 19-20th at the Old Convention Center. It is anticipated it will be a very productive meeting. The program is designed to enhance the transportation opportunities and direction for this region of the State. North Idaho is to be included in this process.

b) Statewide Transportation Planning Symposium

Washington State Department of Transportation will be holding a Transportation Planning Symposium November 13-16th in Spokane. There will be 14 topics discussed at the symposium. It is an opportunity for both the local jurisdictional staff and the Board Members to attend some of the workshop sessions which are available at many levels. Mr. Miles is on the symposium planning committee. He will have a better idea of the topics by the July Board meeting.

10. Public Comments.

No public comments were received at this time.

11. Adjournment.

There being no further business before the Spokane Regional Transportation Council Board, the meeting was adjourned at 3:30 pm.

JUDY HAZARD
Recording Secretary