

## MEETING MINUTES

Spokane Regional Transportation Council Board  
Thursday, July 12, 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 1:10 pm.

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

#### Board Members in Attendance:

Allan Gainer, Spokane Transit Authority Representative  
Micki Harnois, Small Towns Representative  
Jerry Lenzi, WSDOT - Eastern Region  
Nancy McLaughlin, City of Spokane Council Member  
Todd Mielke, Spokane County Commissioner (Vice-Chair)  
Mark Richard, Spokane County Commissioner  
Diana Wilhite, City of Spokane Valley  
Joe Shogan, City of Spokane Council Member (Chair)  
Dale Stedman, Washington State Transportation Commission

#### Board Members Absent:

Pat Dalton, Legal Counsel

#### Guests Present:

Steve Worley, Spokane Valley  
Neil Kersten, Spokane Valley  
Susan Meyer, STA  
Richard Schoen, STA Board Member  
Bob Brueggeman, Spokane County  
Paul Parker, WTC  
Ron Kusler, CTR Office

#### Staff Present:

Glenn Miles, Transportation Manager  
Eve Nelson, Sr. Transportation Planner  
Val Melvin, SRTMC Traffic Engineer  
Deborah Napier, Transportation Planner II  
Jeff Selle, Manager Transportation Relations  
Judy Hazard, Administrative Assistant

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

**Mr. Dale Stedman made a motion to approve the June 14, 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 June TTC meeting. He said it was very informative. They received updates on concurrency presentations being given, the East Valley/West Rathdrum Prairie Study, and the Enhancement Call for Projects. A presentation was given regarding Commute Trip Reduction.

Mr. Mark Richard and Ms. Diana Wilhite arrived.

**5. Administrative Matters.**

**a) Approval of June Vouchers**

**Ms. Diana Wilhite made a motion to approve the payment of the June 2007 voucher list in the amount of \$165,092.22. Mr. Mark Richard seconded the motion, which was unanimously approved.**

<i>Vouchers: V118255- V118288.....</i>	<i>\$79,179.42</i>
<i>Salaries/Benefits: Warrant Nos: 1225414 - 1225415 and 1227997 - 1228010 ....</i>	<i>85,462.80</i>
<i>Interfund and other expenses processed directly by the City of Spokane.....</i>	<i>450.00</i>
	<i>Total.....</i>
	<i>\$165,092.22</i>

*(For more detail, see voucher list in the July packet materials)*

**b) Draft 2008 SRTC/SRTMC Operating Budget**

The Board Members were given a copy of the draft 2008 SRTC Budget along with a narrative explanation of the budget showing significant changes between the amended 2007 Budget and the proposed 2008 Budget and a memorandum explaining many of the budget items. Mr. Miles reviewed the budget with the Board members which was followed by discussion.

A request was made that SRTC give a listing of the cash reserves showing the cash balance and what is reserved.

The Budget will be brought back to the Board in August for action.

Mr. Todd Mielke arrived at 1:30 pm.

**c) City of Spokane Valley Request for Additional CMAQ Funds**

The City of Spokane Valley is requesting CMAQ funding in the amount of \$262,520 to cover construction escalation costs, unanticipated cost increases as a result of design changes and preliminary engineering over-run charges on a project at Pines Road and Mansfield Avenue.

The SRTC Board has set aside \$600,000 in contingency funds. The actual cost over-run the City of Spokane Valley has is \$896,675 but they are requesting the proportionate share of the cost over-run based on the amount of funding received from the various funding sources. This request would use approximately half of the funds available to address cost over-runs in other CMAQ related projects.

**Mr. Jerry Lenzi made a motion to approve the City of Spokane Valley's request for supplemental CMAQ funding in the amount of \$262,520 to cover construction escalation costs, unanticipated cost increases as a result of design changes and preliminary engineering over-run charges. Ms. Diana Wilhite seconded the motion which was unanimously approved.**

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

Mr. Stedman introduced Mr. Paul Parker, Senior Policy Analyst for the Washington Transportation Commission in Spokane at this time working on the Transportation Summit.

Mr. Mark Richard indicated he attended a meeting yesterday hosted by the City of Spokane regarding I-95 pushing forward with legislative action at the State and Federal level. He said it was a very good, informative meeting.

Mr. Lenzi gave an update on the Sullivan Road project in the Spokane Valley.

Ms. Harnois said she attended a bus trip down Highway 27 into Rockford with the Washington State Safety Commission. The trip took place the last day of school and there were many school buses, student cars, boats, etc. which made it extremely congested unsafe. This had an great impact on the Commission. The Commission will continue to meet and now start working on some solutions to the safety problems.

Joe Shogan is on the HUB task force and he and Ms. Latisha Hill of Avista met with Mr. Matt Ewers, Mr. Greg Bever, Mr. Jim Williams, and Mr. Miles. Mr. Ewers and Mr. Williams are in the movement of freight business. They are both interested in participating in the HUB task force. He gave an update on the financial expectations for the HUB.

Mr. Lenzi indicated WSDOT has settled certain issues that were outstanding with Burlington Northern on the North Spokane Corridor. He also said WSDOT has purchased two historical homes in the East Central area. One had very bad mold issues and had to be destroyed. The other they plan to move the residents and then sell the home for as much as \$200 to someone who is willing to move it off the corridor but keep it within the district so it does not lose its historical significance.

Ms. McLaughlin asked she be provided information about the open position on the SRTC Board. Mr. Miles said the position needing to be filled is a person with private sector transportation provider experience who is to be appointed by a majority vote of the Board members. Mr. Bill Brannon, operating vice president of Northwest Trailways

has been on the Board as an alternate in that position for many years. He has asked to be removed from his position on the Board due to his very busy schedule.

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

Mr. Miles reported FHWA/FTA approved SRTC's Unified Planning Work Program which the Board adopted in May.

The Washington State Auditor's office is completing their annual audit of the agency.

The baseline travel demand model has been delivered to the model users group yesterday. Mr. Miles explained there are two different approaches to transportation modeling. SRTC bases their model on public policy choices which is based on the comprehensive land use planning being done by the jurisdictions, and by public policy decisions made by elected officials. The private sector's approach is to look at market forces. Many developers in the area use market research where they will be making their investment. There is not an alignment between what the developer says the market is and what the public policy direction is on where the community wants to go. He said this is the dynamic playing out right now with respect to the development of the impact fee in the City of Spokane. The 2005 baseline model is right for everybody; when you look at 2010-2030 you have to decide to follow where the public policy is going or where the market wants to go. They are not necessarily in alignment with each other.

The Board members discussed the model as it applies to impact fees, and concurrency.

## **8. Old Business.**

### **a) STA Cooperative Road & Street Call for Projects**

Based on the action of the Board at their June meeting, SRTC has notified the jurisdictions that are in the PTBA area but were outside of the Section 5307 Call for Projects they were now eligible to apply. They have been given the same criteria and application as the other jurisdictions received. It will be scored by the same committee minus Cheney (now eligible to apply) and including STA, forwarded to the TTC for their review, and then the SRTC Board. Once it has gone through this process it will be sent to STA for adoption by their Board. It is anticipated it will be forwarded to the STA Board in September.

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

SRTC has been giving presentations on Regional Concurrency to various local jurisdictions. A presentation was also given to the House Local Government Committee when they were in Spokane. Concerns were expressed by the City of Spokane Valley of regional transportation concurrency getting in the way of the thinking of the Joint Planning Agreements in the Valley. Mayor Wilhite gave the City of the Spokane Valley's perspective on this issue.

Mr. Miles explained that perhaps there was a misunderstanding about the way regional concurrency would work. There is not one solution that will fit all over the County. What is being sought is a consistent process, a consistent set of procedures for evaluating the issues, and a consistent methodology for how to address it. Once this consistent criteria has been applied, the outcomes can be entirely different for different areas of the region.

The next step will be to form a regional concurrency committee. Mr. Miles will draft the components of the committee and bring it to the August Board meeting.

### **c) East Valley/West Rathdrum Prairie Transportation Study**

SRTC staff met with Greenstone regarding their concerns about the East Valley/ West Rathdrum Prairie area. All the employment data has been reviewed and SRTC has been working with the City of Liberty Lake to approve the population and employment forecasts from their area. A request has been received from Liberty Lake Land Company for a meeting with them for next week. Mr. Doug Smith of the City of Liberty Lake will be included in that meeting as he was part of the conversation with Greenstone.

SRTC has committed to Liberty Lake that 45 days after Liberty Lake and Post Falls have submitted their land use changes, the model will be run and the results returned to them. Post Falls will be transmitting their data to SRTC in the next few days. Ms. Deborah Napier, SRTC staff, is in the process of merging the two models together.

### **d) SRTC/STA Memorandum of Understanding**

Mr. Glenn Miles and Ms. Susan Meyer met on June 18<sup>th</sup> to begin the discussion on redrafting the Memorandum of Understanding (MOU) between SRTC and STA. It was agreed they would ask someone from Federal Transit Authority to act as a facilitator. On June 29<sup>th</sup> they were informed that Mr. Ted Uyeno, FTA Regional Council would take the lead in working with SRTC and STA on the development of the MOU. Mr. Uyeno emailed his recommendations for drafting an initial MOU for review and these recommendations have been forwarded to Mr. Stan Schwartz and Ms. Laura McAloon asking them to develop an initial MOU for consideration.

### **e) Transportation Summit**

Mr. Dale Stedman stated that Mr. Paul Parker came over from Olympia to assist with the planning for the Transportation Summit. The Summit will be held September 19-20 in the Convention Center. The direction and funding for the Summit came from the Legislature. It is anticipated about 1,500 people will be invited to the Summit. At this time they are attempting to fill the slots for the speakers, panel members, and other participants. It is hoped that when the attendees leave the Summit they will leave with a very clear understanding of what this region needs to do to advance itself economically through improvements to the transportation system.

The HUB Concept will be a piece of the meeting. An invitation has been sent to all the communities from Moses Lake east and the Canadian border to the Oregon border, and Northern Idaho.

#### **f) Statewide Transportation Planning Symposium**

The Statewide Transportation Planning Symposium will be in Spokane November 13-16<sup>th</sup>. This symposium is directed at planners and engineers for the local jurisdictions and for elected officials to better understand transportation planning.

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

#### **a) CTR/GTEC Presentation**

Eve Nelson explained that the Commute Trip Reduction (CTR) Efficiency Act was signed into law in March 2006. The law requires Regional Transportation Planning Organizations (RTPOs) to adopt a Regional CTR Plan. The CTR Plan is to be incorporated into the region's Metropolitan Transportation Plan (MTP). A major new element of the Act is the local option to designate a Growth and Transportation Efficiency Center (GTEC). SRTC is responsible for setting the regional criteria for GTECs.

She explained what a GTEC is and said if selected, a GTEC would be eligible for some State funding for CTR programs about and beyond what other employers get. Spokane County is looking at submitting two GTECs for funding. One is Liberty Lake and the other the Spokane Central Business District.

She presented the draft criteria which is as follows:

- At a minimum a GTEC must be within one or more incorporated jurisdictions.
- The GTEC must have a transportation network that includes at least one state facility within the jurisdiction or provides access to the jurisdiction and has a network of principal arterials.
- The GTEC must support at least 1000 employees within its boundaries to serve as a basis for successful commute trip reduction.

The TTC members approved this draft list at their June meeting and asked that it be forwarded on to the SRTC Board for approval.

The Board was asked for concurrence that the draft criteria presented are the loosely defined criteria from which to allow everything from Liberty Lake to downtown Spokane to apply to be a GTEC.

**Ms. Diana Wilhite made a motion to approve the criteria presented. Mr. Todd Mielke seconded the motion which was unanimously approved.**

## **b) Enhancement Applications**

Mr. Miles reported that in the limited Call for Projects for Enhancements the region can submit three projects to the Statewide Transportation Enhancement Committee. The criteria for these projects is as follows:

- a. Projects approved in 2006 and the agency needs additional funds because current construction prices are higher for the original project scope due to cost escalation of materials and labor;
- b. Projects approved in 2006 and the project was only funded for design and/or right of way or otherwise not fully funded and additional funding is needed to complete the project through right of way and/or construction;
- c. Projects submitted by the RTPO as a plus five (ten for PSRC) project but it was not selected for funding. These projects would need to be updated and submitted as a complete project; or
- d. If there are not enough viable projects from the above items, projects that were submitted to the RTPO but not forwarded to WSDOT.

In reviewing the projects submitted and prioritized under this criteria, it was noted that two projects were WSDOT's Harvard Pedestrian Bridge for \$25,000 and City of Spokane's West Broadway Street Enhancements for \$50,000 while three other projects were Airway Heights/WSDOT Highway 2 Pedestrian Crossing for \$229,332, Spokane Valley/WSDOT 44<sup>th</sup> Avenue Pathway for \$354,712, and Spokane County's Ben Burr Pathway for \$427,786. The Hillyard Transportation Museum project for \$271,086 and the Hazel Creek Pedestrian Bike Path project for \$145,275 have both been cancelled and the funding returned to the State pool of enhancement funds.

The recommendation to Mr. Miles from the State Enhancement Committee is to consider using STP Urban funds for the small overrun projects (the \$25,000 and \$50,000) and submit the three larger funding amount projects (\$229,332, \$354,712, and \$427,786) for the enhancement funding.

**Mr. Dale Stedman made a motion to forward the Airway Heights/WSDOT Highway 2 Pedestrian Crossing for \$229,332, the Spokane Valley/WSDOT 44<sup>th</sup> Avenue Pathway for \$354,712, and Spokane County's Ben Burr Pathway for \$427,786 to the Statewide Transportation Enhancement Committee and use STP Urban funds for the City of Spokane's West Broadway Street Enhancements for \$50,000 and WSDOT's Harvard Pedestrian Bridge for \$25,000. Mr. Jerry Lenzi seconded the motion which was received unanimous approval with the exception of Ms. Micki Harnois who recused herself from the vote.**

## **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 3:03 pm.

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JUDY HAZARD  
Recording Secretary