

## MEETING MINUTES

Spokane Regional Transportation Council Board  
Thursday, August 30, 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  
Mike Frucci, WSDOT - Eastern Region (Alternate)  
Nancy McLaughlin, City of Spokane Council Member  
Diana Wilhite, City of Spokane Valley (Alternate)  
Joe Shogan, City of Spokane Council Member (Chair)  
Dale Stedman, Washington State Transportation Commission

#### Board Members Absent:

Todd Mielke, Spokane County Commissioner (Vice-Chair)  
Mark Richard, Spokane County Commissioner  
Pat Dalton, Legal Counsel

#### Guests Present:

Steve Worley, Spokane Valley  
Bob Brueggeman, Spokane County  
Susan Meyer, STA  
Andrew Rolwes, DSP  
Dale Smith  
Paul Kropp  
Andrew Worlock, Greenstone Corp.

#### Staff Present:

Glenn Miles, Transportation Manager  
Val Melvin, SRTMC Traffic Engineer  
Jeff Selle, Manager Transportation Relations  
Judy Hazard, Administrative Assistant

**3. Approval of July Meeting Minutes.**

**Mr. Dale Stedman made a motion to approve the July 12, 2007 meeting minutes. Mr. Alan Gainer seconded the motion, which was unanimously approved.**

**4. Committee Reports.**

**a) Transportation Technical Committee (TTC) Report**

Mr. Steve Worley reported that the TTC met and discussed the same subjects that will brought up at today’s Board meeting.

**5. Administrative Matters.**

**a) Approval of July Vouchers**

**Mr. Dale Stedman made a motion to approve the payment of the July 2007 voucher list in the amount of \$126,256.65. Mr. Alan Gainer seconded the motion, which was unanimously approved.**

Recap for July, 2007:

Vouchers: V118289 to V118310	57,729.45
Salaries/Benefits: Warrant Nos: 1231895-1231908 and 1234551-1234563	65,428.17
Interfund and other expenses processed directly by the City of Spokane	<u>3,099.03</u>
	126,256.65

**b) SRTC Board Member Vacancy**

Mr. James Williams, President and CEO of Trans-System, Inc. has advised the SRTC Board of his interest in filling the position that currently is open on the Board, that of the private sector transportation provider. The Board agreed that Mr. Williams presence on the Board would be an excellent fit.

**Ms. Micki Harnois made a motion to approve the appointment of Mr. James Williams as the private sector transportation provider to the SRTC Board. Ms. Diana Wilhite seconded the motion which was unanimously approved.**

**c) Draft 2008 SRTC/SRTMC Operating Budget – Cash Carryover**

At the July Board meeting the Board discussed the Budget and before approving it requested details on SRTC’s cash carryover policy. A memo was provided to the Board in their board packet outlining the cash reserves and Mr. Miles gave an overview of the memo.

**Ms. Nancy McLaughlin made a motion to approve the calendar year 2008 SRTC/SRTMC Operating Budget with a cash carryover of \$196,616.54. Mr. Dale Stedman seconded the motion, which was unanimously approved.**

#### **d) Approval of August Vouchers**

**Ms. Nancy McLaughlin made a motion to approve the payment of the August 2007, voucher list in the amount of \$106,849.69. Mr. Alan Gainer seconded the motion, which was unanimously approved.**

Recap for August 2007:

Vouchers:	57,569.88
Salaries/Benefits: Warrant Nos: 1238474 - 1238486 and 1241111 - 1241123	58,668.79
Interfund and other expenses processed directly by the City of Spokane	<u>(9,388.98)</u>
	106,849.69

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

Mr. Dale Stedman reminded the members about the Transportation Summit scheduled for September 19<sup>th</sup> (evening) through September 20<sup>th</sup> (all day). He distributed brochures to the members. He requested that everyone invite people to sign up for the Summit. There is no charge for admission and there will be a reception on the evening of the 19<sup>th</sup>.

Ms. Diana Wilhite thanked Mr. Jeff Selle, SRTC staff member for the presentation he gave to the Spokane Valley City Council regarding regional concurrency.

Mr. Mike Frucci reported that WSDOT has hired Ms. Megan Nicodemas as tribal liaison with the tribes in Eastern Washington. She will also be the coordinator from the State of Washington for the Statewide Tribal Transportation Planning Organization. She will be based in Spokane at the eastern regional office of WSDOT.

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

Mr. Miles reminded the members they received via email the first newsletter from the Coalition of Gateways and Trade Corridors. He distributed a draft position paper for public-private partnership prepared by the Coalition. This will be a big issue in the upcoming reauthorization bill. Comments on the paper should be returned to SRTC in order that all comments on this paper can be returned to the Coalition at one time from this group.

SRTC has extended offers of employment to three highly qualified individuals in order to fill vacancies at the agency. At this time response letters are anticipated.

Mr. Miles reported that FHWA/FTA have moved SRTC's Recertification Review to November 6<sup>th</sup>, 7<sup>th</sup>, and 8<sup>th</sup> 2007.

#### **8. Old Business.**

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

Additional project applications have been received from Airway Heights, Cheney, Medical Lake, and WSDOT. These projects have been scored by the scoring committee, however, STA's committee member, Mr. Gordon Howell, could not be present at that time. The entire packet of new projects and the projects that had been scored at an earlier date has been given to Mr. Howell. He will be scoring the projects and returning them to SRTC as soon as possible for all the projects to be ranked. It is anticipated the rankings will be given to the TTC at their September meeting and then brought to the SRTC Board in October. It will then go to the STA Board for approval.

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

Since the last Board meeting, several presentations have been given on regional concurrency. They were given to the City Councils of City of Spokane, Cheney, and Airway Heights. A presentation will be given to Liberty Lake next week.

Ms. Micki Harnois indicated she has the ability to get elected officials from small towns and community together to receive a presentation. She will work with Mr. Miles to coordinate the presentation.

Mr. Miles provided the Board with a "Next Steps" memo for the direction regional concurrency will go in the area. The next steps are as follows:

1. Establish a clear purpose for creating the broad based regional transportation concurrency committee. Establish a charter for how the committee should work through the details.
2. Identification of potential participant groups on the regional concurrency committee.
3. Develop a scope of work.
4. Develop a timeline.

Once all the jurisdictions/elected officials have received the presentation they will be contacted to see if they want to move forward to the next step.

It was agreed that a presentation would be made at the next SRTC Board meeting with the input from the presentations to elected officials regarding the next step. The Board would also like to see a draft charter at the next meeting as well as a timeline and scope of work.

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

SRTC committed to Liberty Lake that once the land-use data for Liberty Lake and City of Post Falls was received they would do traffic analyses for existing 2015 and 2030 within 45 days after receipt. The Liberty Lake information was received mid-July and the Post Falls information was received the end of July. SRTC is on track for the 45 days for mid-September using the combined model recognizing SRTC must coordinate with ITD and FHWA on the Idaho side.

Mr. Miles indicated the planners are running a 2005 base on 2005 land use (existing conditions) and have run a 2015 on a 2005 base (every analysis must have a no-build alternative) and have run a 2030 land use forecast on a 2005 base. They are currently running a 2015 on a 2015 base.

**d) SRTC/STA Memorandum of Understanding (Status Report)**

Mr. Miles and Ms. Susan Meyer met with their attorneys to start going over the SRTC/STA Memorandum of Understanding. They have made a lot of progress and are continuing to fine tune it. They are hoping to get a draft out to the Board in October.

**9. New Business.**

It was agreed by the Board Members that September SRTC Board meeting will not take place due to a lack of a quorum. Therefore, the next meeting will take place October 11, 2007.

**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 1:55 pm.

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JUDY HAZARD  
Recording Secretary