

MEETING MINUTES

Spokane Regional Transportation Council Board
Thursday, January 10, 2008
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. Todd Mielke, at 1:05 pm.

2. Roll Call/Record of Attendance

Board Members in Attendance:

Mike Frucci, WSDOT – Eastern Region (Alternate)
Nancy McLaughlin, City of Spokane Council Member
Todd Mielke, Spokane County Commissioner (Chair)
Mark Richard, Spokane County Commissioner
Joe Shogan, City of Spokane Council Member
Dale Stedman, Washington State Transportation Commission
Diana Wilhite, City of Spokane Valley
Jim Williams, Private Sector Transportation Provider

Board Members Absent:

Allan Gainer, Spokane Transit Authority Representative
Micki Harnois, Small Towns Representative (Vice-Chair)
Jerry Lenzi, WSDOT – Eastern Region

Guests Present:

Stan Schwartz, Esq.
Mike Gribner, WSDOT
Bob Brueggeman, Spokane County
Neil Kersten, City of Spokane Valley
Susan Meyer, STA
Aurora Crooks, Spokane County CTR
Paul Kropp, Moran Prairie Neigh. Assn.
Wayne Frost, Frost Consulting
Andrew Worlock, Greenstone Corp.

Staff Present:

Glenn Miles, Transportation Manager
Staci Lehman, Pub. Info/Ed Coord.
Jeff Selle, Manager Transportation Relations
Eve Nelson, Sr. Transportation Planner
Judy Hazard, Administrative Assistant

3. Approval of Minutes

a) Approval of December 13, 2007 Meeting Minutes

Mr. Joe Shogan made a motion to approve the December 13, 2007 meeting minutes. Mr. Dale Stedman seconded the motion, which was unanimously approved.

b) Approval of December 21, 2007 (continuation of December 13, 2007 meeting) Meeting Minutes

Ms. Diana Wilhite made a motion to approve the December 21, 2007 meeting minutes which were a continuation of the December 13, 2007 SRTC Board meeting. Mr. Joe Shogan seconded the motion, which was unanimously approved.

4. Committee Reports.

a) Transportation Technical Committee (TTC) Report

Mr. Mike Gribner reported on the last TTC meeting. They discussed the Metropolitan Transportation Plan and the Transportation Improvement Program and made motions on both to recommend adoption by the SRTC Board. They received reports on the East Valley/West Rathdrum Prairie Study, the Human Services Coordinated Transportation Plan, and Enhancement funding. They received a presentation of the state and federal agenda from SRTC staff, and a presentation from Kerry Brooks from WSU regarding sidewalk inventory. New officers were elected for 2008; Mr. Gribner, WSDOT is the new chair and Mr. Gordon Howell, STA is the vice-chair.

5. Administrative Matters.

a) Approval of December Vouchers

Mr. Joe Shogan made a motion to approve the payment of the December 2007, voucher list in the amount of \$79,985.53. Mr. Dale Stedman seconded the motion, which was unanimously approved.

Ms. Nancy McLaughlin arrived at 1:10 pm.

6. SRTC Board Member Comments.

Mr. Joe Shogan asked for a meeting with Mr. Stedman and Mr. Mielke at the conclusion of the board meeting regarding personnel matters.

Mr. Dale Stedman reported that he and Mr. Miles met with the Governor's office staff in Olympia recently regarding North Spokane Corridor. He gave a summary of the discussion held with the Governor regarding possible funding for our region and what remedies are available to obtain funding. This was followed by board discussion on this subject.

7. Transportation Manager's Report.

Mr. Miles indicated that a letter addressed to Mr. Bill Wiebe at WSDOT Transportation Planning Office had been distributed to the members regarding SRTC's Indirect Cost Allocation Plan. The Board requested they receive a copy of this letter explaining clearly why this year there is an increase from 31% to 44%.

Mr. Miles reported there have been some issues the last year in the Transportation Management Center (TMC) about the Siemens software. Siemens did a systems upgrade (roll-out) last summer which they were unable to do and had to roll-back the software. The TMC Board expressed their frustration to Siemens and thus top management of the company came to Spokane yesterday and met with TMC Board members. They have indicated they are fully committed to seeing these problems do not happen again. The next upgrade will be the middle of March 2008 and they will be QA/QC'ing the software before delivery to the TMC.

Mr. Miles indicated there has been a lot of discussion regarding a Transportation Benefit District. A coalition of elected officials, business people, and others will be going to Olympia next week as a part of the Greater Spokane Inc. trip to Olympia. The Transportation Benefit District will probably be part of the overall discussion. Therefore, he felt it would be beneficial to discuss this issue prior to going. He provided the Board with a PowerPoint presentation indicating the main points surrounding a Transportation Benefit District and how it would impact this region. This presentation was followed by discussion.

8. Old Business.

a) East Valley/West Rathdrum Prairie Transportation Study

SRTC staff is arranging meetings with the local jurisdictions to go over the networks. Post Falls has been completed. 2005, 2015 and 2030 networks have been delivered for review. Staff is working on external counts which are used around the perimeter of the model; it should be completed this week. HDR has received the items committed to be delivered and they are being fine tuned at this time. The evening peak hour has been analyzed in terms of the 2005 and 2030. Their next step will be to take a look at alternatives to what can be done on the surface system of the existing transportation system. If the deficiencies

can't be addressed the next step would be looking at how to add improvements such as interchanges to that corridor.

Federal Highway Administration has an interest in looking at the Saturday vehicle traffic volumes in the early afternoon throughout the nation as this is a peak generation for retail; SRTC has never modeled Saturdays. Mr. Miles said that consulting firm HDR has done some analysis in this area and it appears that Saturday early afternoon is lower than the weekday peak.

b) SRTC/STA Memorandum of Agreement

The draft Metropolitan Planning Agreement and Memorandum of Understanding between SRTC and STA was provided to the SRTC Board Members in December. FHWA assisted the two agencies in collaborating on this document. The document has been reviewed by Mr. Stan Schwartz, attorney for the SRTC board and finds it to be acceptable. Mr. Miles recommended to the Board that it be adopted. This same document has been presented to the STA Board and will be given to them for adoption next week. After discussion regarding certain funding mentioned in the document, the Board made a motion.

Mr. Joe Shogan made a motion to adopt the Metropolitan Planning Agreement and Memorandum of Understanding between SRTC and STA. Mr. Mark Richard seconded the motion which was unanimously approved.

c) Regional Concurrency Charter

The SRTC Board assembled a sub-committee to look at refining the Regional Concurrency Charter. Due to the holidays, they have not been able to meet but they will be getting together in the next few weeks. Ms. Wilhite has agreed to take the place of Mr. Schimmels on the sub-committee. Ms. McLaughlin asked to be included in the sub-committee as time permits in her schedule. The sub-committee consists of Mr. Mark Richard, Mr. Allan Gainer, Ms. Diana Wilhite, Ms. Micki Harnois and Ms. Nancy McLaughlin.

Mr. Miles gave an recap of what the Charter is hoping to accomplish. It was agreed that the sub-committee's job is to look at the framework for the body that would eventually be put together that would ultimately be responsible for administering regional concurrency. The sub-committee is to define the makeup, roles, and responsibilities.

9. New Business.

a) Draft Commute Trip Reduction Approval

Ms. Eve Nelson, SRTC staff, gave a presentation regarding the Commute Trip Reduction Plan.

Ms. Nelson indicated SRTC and the Spokane County Commute Trip Reduction Office have been working collaboratively to develop a Regional Commute Trip (CTR) Reduction Plan that is reflective of the affected jurisdictions (Airway Heights, City of Spokane, City of Spokane Valley, Liberty lake, and Spokane County). The Regional CTR Plan outlines goals for newly established Growth and Transportation Efficiency Centers (GTEC). This plan was out for a thirty-day public comment period which ended December 21, 2007 and the Statewide CTR Board has reviewed the Plan and recommended it for adoption.

Discussion took place regarding certain language in the document. It was agreed that after Board approval, staff would ensure the language was contextually correct. Staff will provide the Board with a summary of the changes made to the document.

Mr. Mark Richard made a motion to approve the Spokane Regional Commute Trip Reduction Plan as proposed and allow SRTC and CTR staff to make appropriate adjustments to the language in the document to accurately reflect the scope of these projects and if any were omitted to include those. Mr. Joe Shogan seconded the motion which was unanimously carried.

Ms. McLaughlin reminded staff that at the last Board meeting Mr. Richard suggested having a two-touch process for providing documents and/or studies to the Board Members. She asked that this two-touch system be utilized as much as possible.

b) SRTC Board Retreat (calendar dates and discussion topics)

It has been agreed the SRTC Board will hold a Retreat in the near future for the purpose of reminding Board Members of not just the statutory purpose of SRTC but whether they have a desired direction above and beyond the statutory purpose of the organization. The Board wants to not be a passive board but truly a board of directors. They will talk about core competencies they would like to see in the organization and also if there are any specific projects the Board would like to see SRTC to focus on in the next 12-18 months that would be initiated during this calendar year. The two-touch process will be discussed at the Retreat.

After discussion it was decided the Retreat would be held Friday, February 29, 2008 from 8:30 am to 2 pm.

A request was made of Board Members if they have specific agenda items they would like to see included as items for discussion at the Retreat to send them to Mr. Miles as soon as possible.

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 2:55 pm.

JUDY HAZARD
Recording Secretary