

MEETING MINUTES

Spokane Regional Transportation Council Board
Thursday, February 14, 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 1:10 pm.

2. Roll Call/Record of Attendance

Board Members in Attendance:

Allan Gainer, Spokane Transit Authority Representative
Micki Harnois, Small Towns Representative (Vice-Chair)
Nancy McLaughlin, City of Spokane Council Member
Keith Metcalf, WSDOT – Eastern Region
Todd Mielke, Spokane County Commissioner (Chair)
Joe Shogan, City of Spokane Council Member
Dale Stedman, Washington State Transportation Commission
Diana Wilhite, City of Spokane Valley Council Member
Jim Williams, Private Sector Transportation Provider

Board Members Absent:

Mark Richard, Spokane County Commissioner

Guests Present:

Jerry Lenzi, WSDOT
Susan Meyer, STA
Jim Plaster, STA
Bob Brueggeman, Spokane County
Katherine Miller, City of Spokane
Richard Schoen
Andrew Worlock
Paul Kropp, Moran Prairie Neigh. Assn.
Wayne Frost, Frost Consulting
John Vlahovich, Spokane Public Radio

Staff Present:

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

3. Approval of January Meeting Minutes.

A correction was noted that there were two chairs marked and two vice chairs marked on Page 1, Item 2 (Roll Call/Record of Attendance). The correct chair is Todd Mielke and the correct vice-chair is Micki Harnois.

Ms. Diana Wilhite made a motion to approve the January 10, 2008 meeting minutes as corrected. Mr. Allan Gainer seconded the motion, which was unanimously approved.

4. Committee Reports.

a) Transportation Technical Committee (TTC) Report

There was no TTC meeting in January so no report was given.

5. Administrative Matters.

a) Approval of Month 13 Vouchers

Mr. Dale Stedman made a motion to approve the payment of the Month 13, 2007 voucher list in the amount of \$39,064.44. Ms. Nancy McLaughlin seconded the motion, which was unanimously approved.

Recap for Month 13 2007:	
Vouchers:	
Salaries/Benefits: Warrant Nos: 1266989-1267001 and 1270675-1270688	71,861.04
Interfund and other expenses processed directly by the City of Spokane	<u>(32,796.60)</u>
	39,064.44

b) Approval of January Vouchers

Mr. Dale Stedman made a motion to approve the payment of the January 2008 voucher list in the amount of \$120,175.64. Mr. Jim Williams seconded the motion, which was unanimously approved.

Recap for January 2008:	
Vouchers: V118415, V118417-V118431	42,379.31
Salaries/Benefits: Warrant Nos: 1272946 - 1272959 and 1275230 - 1275243	77,224.33
Interfund and other expenses processed directly by the City of Spokane	<u>572.00</u>
	120,175.64

c) Certification Review Final Report

SRTC received the Final Report from Federal Highway Administration and Federal Transit Administration on SRTC's Planning Certification Review which took place in November. The report listed two corrective actions:

1. The SRTC/STA Memorandum of Agreement should be adopted within 60 days of the review report to maintain certification status. (This document was approved at the January 2008 SRTC Board meeting.)
2. SRTC must develop a more detailed public participation plan for submittal to FHWA and FTA by August 1, 2008. This action asked for more efficient ways to deal with environmental justice and limited English proficiency. (This is being implemented at this time and should be completed by the April 2008 SRTC Board meeting.)

There were also several recommendations put forth in the report which SRTC will address. The Recommendations in the report were discussed by the Board and staff. Staff will prepare a summary of the Recommendations made by FHWA and FTA and the status of these Recommendations and staff plans/timeline for implementing them. The summary will be brought to the Board meeting in March or April 2008.

6. SRTC Board Member Comments.

Ms. Nancy McLaughlin indicated she attended a City of Spokane Public Works Committee meeting and heard that a contract with the consultant DKS was being renegotiated concerning the Downtown University District Traffic Study. DKS is asserting they are asking for more money because they were delayed for one year due to SRTC's delay in providing the forecast model in a timely fashion. Mr. Miles responded and asked for a clarification about the delay.

Mr. Dale Stedman said the Legislature in Olympia is continuing discussions regarding governance. He said it is important that SRTC and local elected officials must be part of the discussions with the Legislature.

Mr. Keith Metcalf indicated he is happy to be back in the Spokane area. He is now the Region Administrator for the Eastern Region replacing Mr. Jerry Lenzi. He is now representing WSDOT on the SRTC Board.

Mr. Jerry Lenzi has been appointed Chief Engineer for WSDOT in Olympia. He attended this Board meeting to say goodbye and thanked the Board for the many years he has been able to serve with the various elected officials from all the jurisdictions.

Ms. Micki Harnois said the City of Spokane Valley is now starting to draft their own road standards so it would be a good idea for the Valley and Spokane County to coordinate in areas such as ADA, etc. Also, she said the Corridor Safety Committee (Hwy 27 – Trent through the south city limits of Rockford) will be having a kickoff meeting the first part of May.

Mr. Joe Shogan welcomed Mr. Metcalf to the Board. Also, he expressed his concern regarding the Legislature's interest in the layers of government issue.

Mr. Todd Mielke gave a recap of the snow emergency Spokane has just finished dealing with. There have been several debriefing sessions by the jurisdictions to evaluate the way they handled the emergency.

Mr. Mielke also stated that the Board did have the Transportation Technical Committee look at road standards last year as far as what the differences and similarities were but did not ask them to go beyond that point. He hopes this is discussed by the Board at the Retreat. He would like to ask the question whether the Board would like to develop a model road standard that can be given to the jurisdictions to adopt or not adopt and should this be region wide or just in the UGA. These standards should be compliant with ADA standards, etc. Mr. Miles indicated there was a sub-committee of the TTC that worked on road standards. At that time the Spokane Valley was working on their road standards and asked that it be put on hold until they had further developed their road standards. Once Spokane Valley is to that point the sub-committee can be reactivated.

Mr. Mielke also said he has been in Olympia and he hears that regarding governance there is a desire in the legislature to put together a large community wide meeting of stakeholders some time after the legislative session. He said the comments he is hearing from legislators are that they want a more consolidated, coordinated, transportation agency.

Mr. Shogan indicated the City of Spokane had an evaluation after the snow event. They will be focusing on three lines of communication for any future similar situations (1. Snow Removal 2. Snow Helping 3. City Staffing). He said everyone worked very hard and he wanted to compliment both the City and the County crews.

7. Transportation Manager's Report.

Mr. Miles said he hoped the mid-month update to the Board members was helpful. He distributed two spreadsheets re funding. One document shows all the projects that were selected in the 2006 Call for Projects; the other shows all the projects that were selected in the 2004 Call for Projects. The projects are highlighted in green, yellow, and red which indicate projects where the money has already been obligated, projects that haven't moved, and projects that have committed dates when the jurisdictions said they promised to get them underway and haven't met their deadlines respectively.

He went through the spreadsheets with the members and explained that the projects from the 2004 Call for Projects are almost all green. The 2006 are mostly yellow and on schedule with the commitments made.

The TTC will be given these spreadsheets at their February meeting and asked to look at the projects highlighted in red. If the project can't be done in the next two years they will be asked to defer that project to the future to free up money to complete projects from 2004. They will look at finding money (\$4.3 million) to fully fund three projects (Havana Street Bridge, Broadway Realignment, and Pines/Mansfield) which are short on funds and are projects that are ready to move forward.

Board members received an update via a Board Memo regarding the status of changes made to the CTR Plan.

8. Old Business.

a) East Valley/West Rathdrum Prairie Transportation Study

SRTC has been working with HDR Consulting who has been retained to do the Beck Road Interchange analysis and have turned the model over to them. They met with Ms. Deb LaCombe, SRTC staff, yesterday going through the model. The model has been validated for 2005. Anyone who wants a copy of the 2005 can have one; they are available on DVD. The land use assumptions have been supplied by the jurisdictions and are available on the DVD. The network roadways are generally functionally classified roads. Staff has gone through the network and put in the actual traffic counts. There was an issue with some of the externals which has been resolved for a couple of weeks now. SRTC was notified this morning that HDR is running the model. Their graphical user interface is up and operational using SRTC's travel demand model. It is anticipated another consultant will come on in the near future to start looking at the Washington side of this area. The same information will be provided to them also. He also gave an update on the status of the IJR's being done at this time. The study will be done when all three IJR's modeling has been completed and the effects and decisions coming out of them are known. This will be approximately 6-8 months.

Mr. Wayne Frost expressed his opinion that the consultant HDR is not satisfied with the base model. Mr. Miles asked Ms. LaCombe to give the status of the model and the feedback she received from the two HDR consultants at SRTC yesterday.

As there appears to be a disconnect in communication a suggestion was made to hold a meeting with a couple of SRTC Board members, key SRTC staff, HDR staff, and stakeholders (if they would like). The sub-committee will not convene for a few days in hopes the situation will clear itself up once all HDR staff has had a chance to meet with each other. The Board members who volunteered for the sub-committee are Ms. Diana Wilhite, Ms. Nancy McLaughlin, and Mr. Todd Mielke.

b) Regional Concurrency Charter

This matter was deferred to next month's Board meeting.

9. New Business.

a) SRTC Board Retreat

Mr. Mielke provided an initial draft of an agenda for the SRTC Board Retreat which he reviewed for the members. A facilitator has been hired to assist at the meeting. Suggested topics are SRTC's responsibilities, goals, and policies for the upcoming year, how to measure progress, and strategies to streamline the transportation planning process.

The Retreat will be held at the Fire Training Center on February 29, 2008 from 8:30 am to 2:00 pm. The Transportation Technical Committee members are invited to participate in the meeting; the public is invited to attend as observers only. Lunch will be provided for the Board and the TTC. The public will be given the opportunity to order lunch at their own expense with advance notice given.

b) STA Financial Presentation

Ms. Susan Meyer gave a presentation on the financial status of Spokane Transit Authority (STA). She said that in 2004 the voters gave a vote of confidence to STA by allowing them a 3% tax increase. They gave this vote with the expectation that STA: *increase ridership; promote openness, transparency and engagement with the community; and practice fiscal responsibility.* STA has exceeded these expectations. Their goal was to increase ridership by 5% by the end of 2008. They exceeded this goal. They opened the South Hill Park and Ride, created the Southside/Medical Shuttle, provided more frequent service, provided better connectivity to key population and employment centers, and created specific routes for commuters. Ms. Meyer presented the ways in which STA has shown itself to practice fiscal responsibility and to be financially transparent.

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 3:25 pm.

JUDY HAZARD
Recording Secretary