

MEETING MINUTES

Spokane Regional Transportation Council Board
Thursday, November 6, 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 9:15 am.

2. Roll Call/Record of Attendance

Board Members in Attendance:

Allan Gainer, Spokane Transit Authority Representative
Latisha Hill, Washington State Transportation Commission
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
Diana Wilhite, City of Spokane Valley

Board Members Not in Attendance:

Micki Harnois, Small Towns Representative (Vice-Chair)
Jim Williams, Private Sector Transportation Provider
Mark Richard, Spokane County Commissioner

Guests Present:

Paul Kropp, Neighborhood Alliance
Mike Hynes, STA
David Condon

Staff Present:

Glenn Miles, Transportation Manager
Staci Lehman, Public Info/Ed Coordinator
Jeff Selle, Mgr. Transportation Relations
Donna Lively, Administrative Secretary

3. Approval of September Meeting Minutes.

Ms. Diana Wilhite made a motion to approve the September 11, 2008 meeting minutes. Mr. Joe Shogan seconded the motion, which was unanimously approved.

4. Administrative Matters.

a) Approval of September Vouchers

Ms. Diana Wilhite made a motion to approve the payment of the September, 2008 voucher list in the amount of \$158,127.32. Mr. Joe Shogan seconded the motion, which was unanimously approved.

Recap for September 2008:	
Vouchers: V118596 - V118621	70,371.09
Salaries/Benefits: Warrant Nos: 1327254 - 1327268, 1330467 - 1330481, and 1334448 - 1334463	98,295.05
Interfund and other expenses processed directly by the City of Spokane	(10,538.82)
	<u>158,127.32</u>

b) Approval of October Vouchers

Ms. Diana Wilhite made a motion to approve the payment of the October, 2008 voucher list in the amount of \$151,684.01. Mr. Joe Shogan seconded the motion, which was unanimously approved.

Recap for October 2008:	
Vouchers: V118622 - V118642	53,375.49
Salaries/Benefits: Warrant Nos: 1338082 - 1338097 and 1341692 - 1341708	94,515.13
Interfund and other expenses processed directly by the City of Spokane	3,793.39
	<u>151,684.01</u>

5. Old Business.

a) Public Involvement Policy Update Approval

At the request of the Federal Highway and Transit Administrations, the SRTC Public Involvement Policy (PIP) has been updated and is ready for Board adoption. SRTC Public Information/Education Coordinator, Staci Lehman, noted that the update was for clarity purposes as well as to include additional information, such as SRTC's structure, SRTC's Boards and Committees, SRTC's relationship with KMPO, PIP development background, PIP effectiveness evaluation criteria, coordination with area tribes, means of public notification, and list of media outlets. To address concerns regarding minority involvement, both Russian and Hispanic radio stations and publications were included as media outlets. It was noted that the Federal Highway Administration intends to use the SRTC's PIP as a template for other public involvement policy documentation

requests. No comments were received during the public comment period commencing July 31, 2008 and concluding on September 17, 2008.

Ms. Diana Wilhite made a motion to approve the Public Involvement Policy Update. Ms. Nancy McLaughlin seconded the motion, which was unanimously approved.

b) 2008-2030 Metropolitan Area Transportation Plan Update Approval

Amendments to Sections 1, 3, and 6 of the 2007 Metropolitan Area Transportation Plan (MTP) are now complete and have been compiled into the 2008-2030 MTP ready for Board adoption. Only one comment was received during the public comment period with no new changes proposed. Mr. Miles noted that at the request of the City of Spokane Valley, Section 6, Financial Plans, was amended to clarify that funds obtained via a local option imposing a vehicle registration fee could be used for maintenance and operation purposes. There was a discussion regarding transportation benefit districts (TBD) and the need for legal clarity. Mr. Miles stated that the MTP is not intended to define a TBD, but sets forth an option if establishing one.

Ms. Diana Wilhite made a motion to approve the 2008-2030 Metropolitan Area Transportation Plan Update. Mr. Joe Shogan seconded the motion, which was unanimously approved.

c) 2009-2012 Transportation Improvement Program Approval

Mr. Glenn Miles outlined the Transportation Improvement Program (TIP) update process. He noted that because state and local investment provided 54% of program funding, which is greater than the federal matching requirement, SRTC has encouraged jurisdictions to take advantage of federal funds for projects functionally classified, such as the City's Maple/Ash resurfacing project. Mr. Miles stated that project selection criteria is not included in the TIP, but that the Board, at its September 2008 meeting, requested SRTC to work with the Transportation Technical Committee (TTC) in reviewing project status, revisiting project selection criteria and the conditions in which projects move based on funding. Mr. Miles then reviewed the Washington State S.T.I.P. Project Costs Report contained in the TIP and answered Board Member questions. He made reference to a handout he had distributed prior to the meeting being called to order, which outlined the Regional Capital Transportation Project's Priority List and cost per mile per construction type. Mr. Miles noted that the TIP has completed the public review process and is ready for Board adoption.

Ms. Diana Wilhite made a motion to approve the 2009-2012 Transportation Improvement Program Update. Mr. Joe Shogan seconded the motion, which was unanimously approved.

Mr. Todd Mielke opened the floor to Board Comments. Ms. Wilhite asked whether the Board should consider changing the time that it meets, given last month's lack of a quorum. It was noted that the City of Spokane had requested a 1:00 pm meeting time to accommodate additional afternoon meetings. Mr. Mielke requested that Board Members check their calendars so that the issue can be readdressed at next month's meeting.

Mr. Mielke noted a little tent meeting scheduled from 2:00 – 5:00 pm today at the SRBC and that transportation benefit districts will be discussed. Mr. Mielke also requested Board Member assistance in conducting Mr. Miles' annual performance review. Mr. Shogan, Ms. McLaughlin, and Ms. Wilhite volunteered and, with the assistance of the Board Secretary, will review comparables and prepare a recommendation prior to next month's Board Meeting.

Ms. Latisha Hill noted that the State Transportation Commission is addressing a major issue regarding the Puget Sound Ferries. Mr. Metcalf noted the potential direct impact on pre-existing transportation funds, which could affect Eastern Washington's preservation projects.

Mr. Miles stated that the draft report on SRTC's model enhancement has been received from HDR. The conclusion stated that the model is enhanced and well validated, especially in the urban areas. Mr. Miles noted that the report will be presented to the TTC and to the Board in upcoming months.

Mr. Mielke stated that Board officer changes will be addressed at the December 2008 Board meeting. He also requested for a Board recap of the 2008 Board Retreat to review the status of issues addressed.

6. Public Comments.

No public comments were made at this time.

7. Adjournment.

There being no further business before the Spokane Regional Transportation Council Board, the meeting was adjourned at 10:20 am.

Donna Lively
Recording Secretary