

MEETING MINUTES

Spokane Regional Transportation Council Board
Thursday, August 13, 2009
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, Ms. Micki Harnois, at 1:03 pm.

2. Roll Call/Record of Attendance

Board Members in Attendance:

Micki Harnois, Small Towns Representative (Chair)
Diana Wilhite, City of Spokane Valley (Vice-Chair)
Latisha Hill, Washington State Transportation Commission
Joe Shogan, City of Spokane Council Member
Nancy McLaughlin, City of Spokane Council Member
Wendy Van Orman, Spokane Transit Authority
Keith Metcalf, WSDOT – Eastern Region
Jim Williams, Private Sector Transportation Provider

Board Members Not in Attendance:

Todd Mielke, Spokane County Commissioner
Mark Richard, Spokane County Commissioner

Guests Present:

Susan Meyer, CEO STA
Karl Otterstrom, STA
Diane Hansen, LIFTS
Wayne Brokaw, Associated General
Contractors of America (AGC)
Joe Tortorelli, Good Roads Association
Neil Kersten, City of Spokane Valley
Katherine Miller, City of Spokane
Margie Hall, City of Spokane
Paul Kropp, Neighborhood Alliance

Staff Present:

Glenn Miles, Transportation Manager
Jeff Selle, Transportation Relations Mgr.
Staci Lehman, Pub. Info/Ed Coordinator
Anna Ragaza-Bourassa, Transportation
Planning Supervisor
Eve Nelson, Senior Transportation Planner
Sue Arnesen, Accountant
Kevin Shipman, GIS Analyst
Donna Lively, Administrative Secretary

3. Board Action Items.

a) July 2009 SRTC Board Minutes

Ms. Nancy McLaughlin made a motion to approve the July 9, 2009 meeting minutes. Ms. Latisha Hill seconded the motion, which was unanimously approved.

b) Approval of July Vouchers

Mr. Glenn Miles reviewed the July vouchers noting that the major expenses were for retirement and the quarterly rent payment. Ms. Micki Harnois inquired about the payment to Washington Trust Bank. Mr. Miles stated that it was for the business credit card, which included business and training travel and expenses.

Ms. Latisha Hill made a motion to approve the payment of the July 2009 voucher list in the amount of \$151,707.10. Ms. Diana Wilhite seconded the motion, which was unanimously approved.

Recap for July 2009:

Vouchers: V118838 - V118848	25,123.05
Salaries/Benefits: Warrant Nos: 1399698-1399713, 1402515-1402530, and 1406685-1406700	125,695.90
Interfund, other expenses, and reimbursements processed directly by the City of Spokane	888.15
	<hr/>
	151,707.10

c) SRTC 2010 Operating Budget – Glenn Miles/Sue Arnesen

Mr. Miles noted that the Board received a copy of the proposed operating budget at the July meeting and that a copy was included in this month's Board packet as well. He gave a PowerPoint presentation that included graphics representing 2009 revenue sources and budget expenditures, a comparison of 2009 to 2010 budgets, 2010 revenue sources and proposed budget expenditures, and 2010 proposed personnel costs.

Ms. Wendy Van Orman and Mr. Joe Shogan arrived at 1:07 pm.

Mr. Joe Shogan asked whether the breakout on the 2010 SRTC budget reflecting total revenue of \$1,360,085 indicated a deficit of \$66,000 with regard to expenditures and whether the budget balances out with KMPO and TMC. Mr. Miles responded that both the KMPO and TMC are treated as stand alone entities. He introduced Ms. Sue Arnesen, SRTC Accountant, who explained that part of the deficit was due to indirects and that part of the KMPO and TMC funds are applied to these indirects.

Mr. Shogan pointed out that the proposed CY2010 budget is \$9,000 less than the approved CY2009 budget. Mr. Miles noted that several activities have been completed since last year. He pointed out that SRTC receives funding from a variety of sources, the largest share, approximately 75-80%, comes from the Federal Highway Administration (FHWA), which is a consolidated planning grant of federal highways and

federal transit funds. Funds are also received from the State of Washington through the Regional Transportation Planning Organization (RTPO) part of the State Budget. Residual funds from various projects are also carried over into 2010, in addition to the contributions from the various jurisdictions that support the ongoing efforts of SRTC.

Ms. Latisha Hill inquired about the item entitled, "Home Interview Study." Mr. Miles stated that funds were received several years ago to support a home interview survey of 2,100 households on their travel patterns. The results were used to calibrate the SRTC traffic model. The item remains open due to the occasional need to access the survey data in order to do cross tabs using actual trip generation rates.

Ms. Diana Wilhite inquired about the RTPO funds. Mr. Miles explained that these funds are released in portions due to the state fiscal year and when the budget gets approved. Ms. Hill asked how much of the FHWA funds are FTA. Mr. Miles stated that approximately \$85,000 are FTA funds. He noted that SRTC is a very labor oriented agency with 55% of the total operating budget for 2009 going toward salaries, excluding SSN, retirement and medical expenses. Contractual services comprise approximately 6% of the expenditure budget.

A 2009 to 2010 comparison reveals that while direct personnel costs have increased, maintenance and operations (M&O) costs are down due to structural changes involving on-call services and relying less on consulting services for modeling efforts. Ms. Hill asked whether M&O would be effected given the proposed changes to SRTC. Mr. Miles responded that 2010 M&O costs would increase by approximately \$75,000 to \$80,000.

With regard to the 2010 revenue sources, based on the federal fiscal year, 18% are 2009 planning funds while another 18% are 2010 planning funds. Ms. Wendy Van Orman asked where the funds STA receives are identified. Mr. Miles explained that the graph depicts operational costs and the sources supporting these costs.

Mr. Miles pointed out that 4% of the 2010 expenditure budget is allocated for traffic counts in tandem with the April 2010 US Census, which is a benchmark year for all MPOs nationwide due to actual household and population counts relative to existing traffic patterns. The counts are an intergovernmental activity with WSDOT whereby their travel office services 250 locations in the region, which is less expensive than outsourcing to a private contract.

Mr. Miles reviewed the 2010 proposed personnel costs, noting that medical costs may be increased to 15%.

Ms. Nancy McLaughlin inquired about the certainty of the proposed revenues to support the organization. Mr. Miles responded that the amount coming from FHWA and FTA is based on the annual Appropriations Bill. The 2009 Bill, approved in 2008, included a rescission. He noted that Congress is planning on restoring the Highway Trust Fund; consequently, the numbers reflect what is being proposed in the current Authorization Bill and subsequent Appropriation Bills. Under Title 23, a percentage of

the total funds is dedicated to transportation planning and allocated to MPOs as a line item in the federal budget. Ms. McLaughlin asked when the actual amounts will be known, to which Mr. Miles responded that it will probably be in November when the current 2010 Appropriations Bill has been reconciled and signed by the President of the United States.

He added that the budget reflects maintaining current staff levels of 13 full-time positions and 3 part-time positions with no other major changes anticipated. Ms. Wendy Van Orman again inquired about how STA receives funding. Mr. Miles explained that funds are provided as an allocation and not as cash. Once funds are allocated, the jurisdiction applies for the implementation of a grant in order to access the funds. The only accounting done by SRTC is to ensure that the projects are prioritized and selected in a timely manner. SRTC requests a quarterly report from WSDOT, which provides a status of projects in the region. SRTC plans, programs, and monitors the implementation of the funding, but is not involved in the actual financial transaction, which is between the grant recipient and WSDOT; the state auditor then exams how the funds were spent.

Mr. Joe Shogan made a motion to approve the SRTC 2010 Operating Budget. Ms. Diana Wilhite seconded the motion, which was unanimously approved.

4. Public Comments.

Mr. Wayne Brokaw, Inland Northwest Associated General Contractors of America (AGC), introduced himself and explained his 3 - 6 year campaign entitled, "Keep Spokane Moving; Let's Finish What We Started!" He enlisted the assistance of Mr. Joe Tortorelli with the Good Roads Association to co-sponsor the campaign and met with Mr. Keith Metcalf to coordinate the ribbon cutting ceremony celebrating the first drivable section of the North Spokane Corridor (NSC) scheduled for August 22, 2009.

Mr. Brokaw outlined the activities planned for the event, which includes kids' activities, a classic car parade, free hotdogs and other giveaways. Also included are events featuring the first cyclists and runners along the NSC. Free parking is available at Mead High School and STA buses will transport attendees to the ceremony site. More information can be obtained from their website at www.keepspokanemoving.org. He provided mailers and posters of the event to Board members while Mr. Tortorelli passed around a petition in support of the completion of the NSC. He noted that a letter writing campaign to various congressional representatives is also underway and legislative trips are being planned to further address the cause.

Mr. Paul Kropp noted that WSDOT has a spectacular website, www.nscfreeway.com, regarding the NSC. He added that he rode his bicycle on the south to north route and noted that it was very steep.

Mr. Keith Metcalf thanked Mr. Brokaw and Mr. Tortorelli for all their efforts stating that this is something Spokane and the NSC has needed for a long time. The broad base nature of the support group and the constant message are what will ensure timely

completion of the project. He also thanked Ms. Susan Meyer for coordinating the use of STA buses to transport attendees.

Ms. Micki Harnois asked that all guests present state their name and affiliation (if any) for the record.

5. Committee Reports and Recommendations.

a) Transportation Technical Committee Report.

Mr. Glenn Miles stated that there was nothing to report on behalf of the Transportation Technical Committee.

b) Inland Pacific Hub (IPH) Update – Jeff Selle

Mr. Jeff Selle reported that the Inland Pacific Hub (IPH) held their Board meeting at 7 am in Coeur d'Alene today. The consultant, Wilbur Smith and Associates, sent a representative to explain why the product got off track and outlined the issues that have been addressed to date. He stated that the last two work products that have been reviewed have been acceptable having met the Executive Committee's expectations.

Mr. Selle stated that the second version of the draft documents are expected by the end of August in addition to two technical memos. The Executive Committee will convene sometime during the middle of September to determine if the quality of work being provided by the contractor is sufficient to proceed. He added that the IPH hopes to have conclusions of the study by the end of the year.

Ms. Latisha Hill stated that the presentation provided by the contractor at today's IPH Board meeting was much better than the work presented in the past and she felt that interesting things will come out of the meeting. Mr. Keith Metcalf noted that for those interested in the financial aspect of the study, it was important to note that most of the draft reports from the task assignments have been received, and approximately 50% of the funds allocated for the study have been spent leaving a substantial reserve to monitor the quality of the product. Moreover, Task 6, the summary report, has not yet been executed.

Mr. Glenn Miles noted that while Wilbur Smith and Associates is the primary contractor, they utilize several subcontractors. He opined that the recent quality in the work product can be attributed to the quality of the subcontractors and that it has challenged Wilbur Smith and Associates to raise the quality of their work to those of their subcontractors. Ms. Hill concurred.

6. Administrative Matters.

a) Draft SRTC Proposed Board Changes Discussion – Latisha Hill

Ms. Micki Harnois reported that the Policy Subcommittee has been meeting and reminded the Board that Ms. Hill provided a preview of the proposed Board changes at last month's Board meeting.

Ms. Latisha Hill thanked the subcommittee for all the effort and research they've given to this endeavor and proceeded to provide a PowerPoint presentation outlining the proposed SRTC Board changes. She reviewed Section 2 of the Interlocal Agreement and noted that the direction of the Policy Subcommittee is to consider all multi-model options and not to be limited to roads.

Ms. Hill reviewed the existing SRTC organizational chart and Board composition and presented the proposed revised Board structure, which includes the following entities with the number of representatives indicated in parenthesis: (2) City of Spokane, (1) STA, (2) Spokane County, (1) City of Spokane Valley, (1) WSDOT, (2) small cities [1 from a city with a population less than 5,000, and one from a city with a population greater than 5,000], (1) private sector, (1) Transportation Advisory Committee, (1) Washington State Transportation Commission. Additional ex-officio members would include: (1) STA, (1) rail, (1) air, (1) TTC Chair.

Ms. Hill reviewed the proposed new SRTC Committees, which included a Transportation Advisory Committee, a Citizen's Advisory Committee, a Bi-Partisan Council, and a Small City Caucus. She requested input from the Board, noting that upon Board approval, the new committees would be activated this fall in conjunction with the new legislative session.

Ms. Hill stated that after much discussion, it was decided to have the Citizen's Advisory Committee convene as needed and report to the Transportation Advisory Committee. Ms. Micki Harnois asked how the Citizen's Advisory Committee would be selected. Ms. Hill responded that the Transportation Advisory Committee would work with SRTC in compiling the Citizen's Advisory Committee.

The Bi-Partisan Council, composed of elected officials or their representatives, at local, state and federal levels having an interest in transportation would inform the SRTC Board of policy environment and prefer not to have a seat on the SRTC Board. It was determined that the Council would convene at least bi-annually for the purpose of building relationships at all levels within the community. Ms. Harnois asked how they would be selected. Ms. Hill responded that they are not selected; they are self selected, i.e., volunteers.

She reviewed the Small City Caucus, noting that they would meet as needed to discuss regional transportation issues and would appoint two small city representatives to the SRTC Board.

It was noted that the new Board composition included 12 voting members, the majority whom are elected officials. Also noted was that the current Chair of the TTC was an STA representative, which did not seem to be a concern.

After some discussion, it was decided that a simple majority of filled positions would be a requirement for a quorum and that only an elected official could serve as Chair.

Mr. Joe Shogan applauded the subcommittee on their efforts.

Ms. Nancy McLaughlin made a motion to approve the SRTC proposed Board changes as presented by the Policy Subcommittee. Mr. Joe Shogan seconded the motion, which was unanimously approved.

Mr. Joe Shogan made a motion to take the proposed recommendation to the signatories of the current interlocal agreement for approval. Mr. Jim Williams seconded the motion, which was unanimously approved.

b) Management Committee Report

Ms. Micki Harnois reported that since the beginning of the year, the SRTC Board established a Management Review Committee. One of the things they have done is to review the current job description of the Transportation Manager, Mr. Glenn Miles. The committee determined that Mr. Miles has been performing duties that are not outlined in his job description, including legislative networking. Consequently, the committee is considering altering his job description to include these activities. The committee has also examined the job description of Ms. Anna Ragaza-Bourassa, Transportation Planning Supervisor, who has stepped up to cover SRTC management duties in Mr. Miles absence.

Mr. Harnois stated that the revised job descriptions for Mr. Miles and Ms. Ragaza-Bourassa have been forwarded to Board members for review and asked the Board whether or not they were prepared to vote on these proposed changes. Ms. Diana Wilhite noted that since the Board members received them only a few days ago, she suggested offering the Board time to review the changes and allowing for discussion as to implementing the changes at the September Board meeting.

Mr. Keith Metcalf explained that the committee tried to retool the positions and descriptions so that additional staff would not be needed. A vacant planning engineer position was used and revised to meet the requirements of an Associate Manager of Transportation position. Mr. Metcalf stated that he was unable to track the vacant planning engineer position and wanted to make sure that a financial burden was not created. Mr. Miles explained that the planning engineer position has been vacant for quite some time and was originally established to assist the Transportation Management Center (TMC) and perform other office duties. Since then, however, the TMC has hired additional staff. Currently, Ms. Ragaza-Bourassa's position has been a supervisory/modeling one. He emphasized that the number of staff positions would not need to be changed.

Ms. McLaughlin questioned the title of "Associate Manager of Transportation" relative to the proposed "Executive Director" position. Mr. Shogan concurred. Mr. Metcalf stated that the committee was more focused on outlining the job descriptions and that

the position titles can change. It was requested that the Executive Director position participate in employee evaluations, as opposed to only being responsible for hiring and discharging employees. Ms. Hill responded that this requirement could be added. Mr. Miles stated that this already occurs in practice and concurs with adding this requirement to the Executive Director duties.

The Board was reminded that discussion on this agenda item would continue at next month's meeting. Mr. Shogan thanked all those who worked on the revised job descriptions.

c) SRTC Staff Retreat Summary – Anna Ragaza-Bourassa

Ms. Anna Ragaza-Bourassa reminded the Board that highlights of the staff retreat were provided at last month's Board meeting. Ms. Ragaza-Bourassa along with Ms. Staci Lehman reported that staff had a brainstorming exercise to determine what would make SRTC a better place to work and divided the responses in short-term, mid-term, and long-term ideas. One commonly shared idea was to get to know the Board members by hosting a BBQ (A BBQ for Board members was held prior to today's Board meeting). A staff survey summary following the retreat was provided to the Board for review.

Ms. Hill asked whether staff requested anything from the Board. Ms. Ragaza-Bourassa responded that staff wanted to get to know Board members better. She added that staff enjoyed the opportunity to get to know one another better, especially at an off-site location. The retreat consisted of ice breaker and brainstorming activities in the morning and team building exercises in the afternoon. Ms. Latisha Hill served as guest speaker during the lunch hour.

d) SRTC Fall Board Retreat

Ms. Micki Harnois reported that due to recent and the likelihood of near future changes, the SRTC Board Retreat has been postponed to October rather than September. Mr. Miles stated that there are a few proposed dates, which he hopes to finalize by next week. He recommended a few remote, off-site locations for the retreat, including Mt. Spokane Lodge.

Mr. Miles noted that per the staff retreat, a possible topic for the Board Retreat is what jurisdictions could do to assist SRTC; e.g., getting the right people on the right committee(s) at the right time. The Board was asked to send any comments/suggestions to Mr. Miles.

Mr. Joe Shogan noted that a Big Tent Meeting is scheduled for August 25th and that this meeting may generate things to discuss at the Board retreat. Mr. Keith Metcalf asked whether the Board should request an agenda item to discuss the proposed Board changes and TAC selection process. Ms. Hill responded that the interlocal agreement needs to be addressed first and then the Policy subcommittee can create a

draft application process. It was noted that a report on the proposed Board changes is already on the Big Tent Meeting agenda.

Mr. Miles stated that he anticipates the October Board meeting to be “light” since the State of Washington will not be doing a new 2010 Transportation Improvement Program (TIP) this year due to the 18 month extension, the lack of reauthorization, the ARRA money, the TIGER money, etc. Any 2009 revisions to the 2010 TIP will be completed through the amendment process rather than the preparation of a new 2010 TIP. Consequently, he suggested using the scheduled October 21st Board meeting date for the retreat. Mr. Shogan emphasized the need for there to be flexibility for meeting dates given the possibility of uncontrollable events. He used an example whereby an outcome of the upcoming Big Tent Meeting may require that the Board meet as soon as possible.

7. Old Business.

a) Status of Project Priorities and TIGER Funding Applications

Mr. Glenn Miles reported that at a meeting held in July, projects were prioritized and TIGER funding was discussed. Three potential TIGER applications were anticipated at that time: (1) the NSC, (2) an airport access project in Deer Park, and (3) one from SmartRoutes supporting non-motorized transportation. SmartRoutes has since decided not to proceed with their application, having fallen short of their goal of \$17 million in projects.

Mr. Miles pointed out that the SmartRoutes program was to create a foundation for targeting specific projects within the region, though its primary initial driver was to deal with the Rails to Trails Conservancy and the initiative to obtain funding for non-motorized transportation. He added that it has been a great tool to demonstrate the need for capital investment, education, and the overall picture of non-motorized transportation. Ms. McLaughlin asked what the status of the federal SmartRoutes program was. Mr. Miles responded that it is still at the federal level and that funding legislation has yet to be identified. Nevertheless, there is an increased interest in non-motorized, public transportation, and freight and goods movement.

Mr. Miles stated that the regionally endorsed project for TIGER funds is the NSC and asked Mr. Metcalf for an update. Mr. Metcalf stated that the department is compiling their candidate list of projects, which will include the NSC, although he is not completely confident that the department will submit it for funding. He stated that for \$35 million the entire southbound lanes from Francis to Farwell can be completed. He stated that they are crafting the benefits in the application based on the overall project. The applications are due September 14th and the selection process has been moved up to January 2010. They are in a position to put out a contract bid within weeks of approval since everything is ready and a construction completion date in 2010/2011 would be anticipated.

Mr. Miles noted that the TIGER regulations allow the MPO to submit an application on behalf of the region that meets the acknowledgement/endorsement of the owner. Conceivably, SRTC could submit the NSC TIGER application on behalf of this region and WSDOT, but WSDOT would have to agree with SRTC submitting the application. He doesn't recommend this; however, but rather, encourage Secretary Hammond, the Governor's Office and the legislative leadership to make sure that the NSC gets submitted under the WSDOT moniker because it has a better chance of success. Mr. Metcalf stated that support letters from the various jurisdictions during the application process would help in moving the project forward. There was a discussion regarding taking a draft letter before the various city counsels for approval/consideration with bullets points tailored to each jurisdiction. Mr. Metcalf suggested reaching out to the northern jurisdictions. Ms. Van Orman stated that she will be attending a Mayors Association meeting on September 3rd at Center Place and could seek their approval then. Mr. Miles suggested having letters compiled during the week of Labor Day, noting the need to have them included with the application or submitted immediately thereafter. Mr. Metcalf noted the need to get the state to agree that it is one of their projects. Mr. Miles suggested drafting a letter with one signature page similar to the interlocal agreement.

Mr. Metcalf was asked whether the NSC extension would include the bicycle facility since SmartRoutes and Trails representatives would also like to write support letters. Mr. Metcalf stated that the extension only furthers the overall corridor but does not lengthen the corridor and the bike/pedestrian path already under construction.

8. New Business.

a) LIFTS: Life Plan Improvement through Feasible Transportation Services Presentation – Kerry Brooks/Diane Hansen

Ms. Diane Hansen provided a handout of the website presentation on the Life Plan Improvement through Feasible Transportation Services program, noting that it began ten years ago as an inventory of the region's public transportation. A steering committee then sought a Job Access and Reverse Commute (JARC) grant to develop a coordinated regional approach to job access challenges.

Ms. Latisha Hill asked how the program integrates with STA. Ms. Hansen responded that STA is the funding recipient and that LIFTS is a community project involving the Spokane County GIS Department, WSU, and other community databases. Ms. Hill asked whether the program was on the STA website; Ms. Susan Meyer responded that it was not. The project is sponsored and facilitated by STA with contracted partners: Spokane County GIS, WSU, and Ms. Hansen.

Ms. Hansen stated that they are providing outreach to various agencies, including WorkSource and WorkFirst, regarding use of their website for clients dependent on public transportation for employment and education purposes that potentially have childcare and/or housing issues. STA routes and schedules are used as a background

while incorporating a purchased employment database divided into occupation categories.

Ms. Hansen then provided a website demonstration to the Board, noting that by entering an address, one can view a list of childcare centers, housing, and employers in the area. She noted that the next step is to provide outreach to agencies who can take this tool to their clients.

Ms. Hill stated that she felt the program has the ability to connect to a broader market, particularly in conjunction with the Vehicle Miles Traveled (VMT) reduction issue. Ms. Meyer stated that the program does have a number of different applications and a broader market. The question is identifying when/where to conclude this particular application and determine where to enhance it and where to put it.

Ms. Van Orman stated that the STA presentation demonstrated how a client could map where to catch a bus from point A to point B for employment and daycare uses. She added that there are implications for SRTC in that the multi modal databases can be utilized in a similar scenario. Mr. Shogan asked how the public would access the program since those most likely to benefit from it do not own a computer. Ms. Hansen responded that agencies such as WorkSource, Public Libraries, and Community Centers could provide public access to the program.

Ms. Hill asked who provided updates to the program. Ms. Hansen stated that Mr. Kerry Brooks with WSU and Mr. Ian Von Essen at the County were providing updates. She added that they have agreements with Spokane Low Income Housing and the Community Minded Enterprises for childcare/family resource database updates. Ms. Meyer interjected that when the JARC funding ends, Spokane Transit will commit to continue, house, and update the program either by contract with the other parties or in house.

During the demonstration, Mr. Miles pointed out that one of the challenges in the initial development of the program was putting it to scale and making it as user friendly as possible so that people could take advantage of it. Ms. Hansen stated that clients can save the mapping results for future reference.

Ms. Hill asked how long the grant was for. Ms. Hansen stated that their work is on a year to year basis and that funding is available through the end of the year; however, they are working with STA to research future funding options.

Ms. Meyer added that there is an accessibility map which shows all the access points to public transportation and where a gap exists. Jurisdictions are currently using this data to identify where to make improvements to the pedestrian network.

Ms. Hill asked if SRTC can include a link to this program on its website. Ms. Meyer responded that once the program is available, SRTC can add the link to its website. Ms. Hansen added that currently the public can access the program via the following

website link: <http://lifts.wsu.edu/>. LIFT flyers were also made available at the conclusion of the presentation.

9. Transportation Manager's Report.

Mr. Glenn Miles stated that STP applications are due September 14th by 5:00 pm. The date was extended due to comments received at an informational meeting held last month.

Projects have been added for stimulus funding for the towns of Rockford and Spangle based on Board action last month. Rockford City Council approved the local match for STP funding in order to complete the preliminary engineering for their stimulus funded project.

Mr. Miles noted that a TIGER II program may be forthcoming. U.S. Senate Committee on Environment and Public Works put a \$1.1 billion program in their version of the 2010 appropriations cycle though it is not in the House version. The funds would be extracted from the high speed rail program. It is anticipated that projects for this program won't be due until September of 2010 and revisions will allow rural areas to compete more effectively.

Last month the Board authorized staff to work with other members of the community to develop a Request for Proposal to seek professional services to conduct a Regional Transportation Visioning Process for the Spokane Metropolitan Area. SRTC held a meeting of the Visioning Process Team and from that documented some very diverse outcomes and expectations that individuals and organizations would like to see as products from the activity. At the request of Mr. Mark Richard, a draft community visioning process for a unified transportation system was included in the Board packet. It was put into a Request for Proposal (RFP) format to facilitate the discussion and to provide potential proposers a glimpse of the breadth, scope, and complexity they will encounter when responding to an RFP. Based on varied comments received, SRTC would expect each proposer to develop a custom tailored approach to meet the unique needs of the area. The Board is asked to review the preliminary draft RFP in order to provide comments on what elements, from a policy perspective, should be highlighted in the RFP.

Mr. Shogan asked whether this would be provided to members of the Big Tent Meeting for discussion at their forthcoming meeting. It was noted that the Visioning Process Team included members of the Big Tent Meeting and that it will be discussed at their meeting this month.

Mr. Joe Shogan departed at 3:04 pm.

Mr. Miles provided a handout on SRTC's Three Biennium List of Transportation Projects dated January 2005. This list was also presented at the TIGER fund meeting and reflects target funding amounts per project compared to actual amounts received to date. Mr. Miles pointed out that SRTC has had a prioritized list in the past and these

projects have moved forward. He noted that out of the \$1.4 billion in project funds requested in 2005, \$430 million has been received to date. Ms. Hill asked what the average investment from SRTC into the region was every year. Mr. Miles stated that the program reflects approximately \$50 million a year.

Mr. Miles added that the projects that have been regionally endorsed are the NSC, Bridging the Valley (BTV), US-195 Cheney/Spokane Road, SmartRoutes, and a placeholder for Electric Rapid Transit (ERT, i.e., Spokane street cars). Both SmartRoutes and ERT have not been endorsed as these projects are not far enough along. He noted that requests to add additional projects to the regionally significant list have not been received as of yet. Mr. Metcalf asked whether a list should be developed that is financially constrained or whether the list should be developed based on a broad based vision. Ms. Diana Wilhite suggested that projects, such as rapid transit, be added based on qualifiers, such as when the population reaches a certain point.

Board members were asked to forward their comments/suggestions to Mr. Miles.

10. SRTC Board Member Comments.

Ms. Latisha Hill stated that Commissioner Richard Ford has been working on streamlining draft street utility legislation based on the utility discussion at the Commission's meeting held in Spokane in June. The Commission has hired Burke & Associates to assist in preparing the Washington State Plan update.

Ms. Hill brought in a copy of the Puget Regional Council's annual report, stating that for the Board retreat, the Board should look at preparing one, which outlines who we are, what we do, what our program investments have been, etc. She suggested that the Board also consider preparing an annual goal or strategic plan for the beginning of the year.

Mr. Metcalf provided a status update on the WSDOT stimulus projects. Paving is completed on SR-206. Next week the northbound concrete rehab project on Hatch Road to I-90 and US 195 will be advertised. Bids on the US 195 intersection ramp improvements (funded by the legislature) came in favorably and Headquarters Traffic Office will apply \$150,000 towards the corridor. The Corridor Safety Program for US-195 through the Traffic Safety Commission will look at other spot safety improvements along the corridor while making other long term improvements.

Mr. Metcalf reported on recent staffing changes at WSDOT, stating that Regional Planner, Mr. Mark Rohwer, will retire at the end of the month and Ms. Char Kay will fill his position.

Ms. Harnois stated that she will be unable to attend the September Board meeting, thus Vice-Chair Ms. Diana Wilhite will convene the meeting.

11. Executive Session – Personnel Matters.

At 3:15 pm, Ms. Micki Harnois called an Executive Session for approximately 15 minutes to review the performance of a public employee. Everyone except the Board Members was asked to leave the room. At 3:30 pm the meeting was reconvened into public session and no action was taken.

12. Adjournment.

There being no further business before the Spokane Regional Transportation Council Board, the meeting was adjourned at 3:30 pm.

Donna Lively
Recording Secretary