

MEETING MINUTES

Spokane Regional Transportation Council
Transportation Technical Committee
December 17, 2008
SRTC Office - Intermodal Center - Third Floor
Spokane, Washington

1. Call to Order.

Mike Gribner, Chair, called the meeting to order at 1:34 pm.

2. Roll Call/Record of Attendance.

Mike Gribner (Chair)	WSDOT
Gordon Howell (Vice Chair)	Spokane Transit Authority
Bob Brueggeman	Spokane County
Chad Coles	Spokane County
Ron Edgar	Spokane Clear Air Agency
John Mercer	City of Spokane
Katherine Miller	City of Spokane
Inga Note	City of Spokane Valley
Teresa Eckard	Spokane International Airport
Bryan St. Clair	City of Airway Heights
Roger Krieger	City of Deer Park

Staff.

Glenn Miles	Transportation Manager
Jeff Selle	Transportation Relations Manager
Stacy Lehman	Public Info/Education Coordinator
Anna Ragaza-Bouassa	Transportation/Air Quality Planner
Donna Lively	Administrative Secretary

Alternates and Guests.

Neil Kersten	City of Spokane Valley
Albert Tripp	City of Airway Heights
Melissa Wittstruck-Eadie	City of Spokane
Todd Ableman	City of Cheney
Steve Blaska	Spokane Transit Authority
Kevin Picanco	David Evans & Associates
Paul Kropp	Neighborhood Alliance
Steve Robinson	Spokane Rock Products

3. Approval of September Meeting Minutes.

Ron Edgar made a motion to approve the November 19, 2008 meeting minutes. Katherine Miller seconded the motion, which was unanimously approved.

4. Old Business.

a) West Plains Sub-area Transportation Modeling Update

Anna Ragaza-Bouassa reported that the committee met on December 4, 2008 and decided to meet every third Tuesday of the month beginning January 20, 2009, at 10:00 am in SRTC's conference room. SRTC will send out PDFs of the Spokane VISUM model within the study area for the committee to review. Teresa Eckard stated that a rough project schedule has been drafted and will be shared at a later date. The next meeting will focus on providing further project clarity. It was noted that the committee will need to meet every other week once detailed modeling begins so as not to slow down the process.

b) TIP Project Selection Criteria Review

Glenn Miles referenced the project selection/scoring criteria documents sent to committee members prior to the meeting. He requested input as to whether or not the criteria currently used should be revised and/or reweighted, and noted that additional, more flexible criteria for non-motorized and transit projects was also needed. He advised committee members to send revisions and non-motorized and transit project criteria to Anna Ragaza-Bouassa, who will then compile a combined list for the subcommittee to consider. Mr. Miles stated that the final selection/scoring criteria list will be presented to the SRTC Board at its February meeting.

c) TIP STP Funding Reallocation Process & Procedures

Glenn Miles reported that the SRTC Board clarified their request that the TTC provide guiding policies with regard to any changes made to a project's scope, design and cost. The Board also requests a policy addressing any reallocation of project funds, i.e., if a project is completed under budget, are the excess funds redirected to the jurisdiction that submitted the project, or applied toward the next project prioritized under the Transportation Improvement Program. Mr. Miles stated that the TTC should have policies ready for Board presentation in March 2009. He noted the potential need to refer to these policies for project shuffling in May or June of next year.

There was a brief discussion with regard to the need for an additional subcommittee for the TIP Project Selection Criteria Review. It was agreed that the original subcommittee, chaired by Bob Brueggeman, will address the fund reallocation issue, while another subcommittee, yet to be determined, will address new and revised project selection criteria. The committee also agreed that the subcommittee addressing project selection criteria should involve parties outside the technical committee, such as representatives from the Valley Chamber and GSI.

5. Technical Member Comments.

Bob Brueggeman stated that they have a contract in progress for the first phase of the Bigelow Gulch project.

Roger Krieger reported that they are near completion of plans for a project whose funding had been deferred.

Steve Blaska announced that STA received six additional hybrid buses, totaling nine now in their fleet. He stated that ridership has remains steady with an 18 to 19% increase for the year. STA is not expecting the same double digit growth for next year.

Neil Kersten reported that progress on the Pines/Mansfield project has slowed.

Katherine Miller reported that they are trying to secure funding for the Market Street and Francis Street projects and should have it on paper and ready for construction by 2010. Due to the aggressive construction schedule, the city is placing the streetscape project in with the bond project for next year.

Ron Edgar reported that they are not required to conduct any lead monitoring in the Spokane area. Due to recent EPA changes on emissions inventory, greenhouse gasses and allowable emissions will be studied.

Teresa Eckard reported that construction projects have wrapped up and they are now involved in design stages.

6. New Business.

Mike Gribner asked that an agenda item for the election of officers be added. It was noted that Vice Chair Gordon Howell is next in line to serve as Chair. It was unclear as to who was next in line to serve as vice chair, so it was agreed to vote on a vice chair at a later meeting.

Steve Blaska made a motion to elect Gordon Howell as the 2009 Transportation Technical Committee Chair. John Mercer seconded the motion which was unanimously approved.

a) Transportation Improvement Program

a. Project Status Update

Glenn Miles reported that all projects in the Transportation Improvement Program (TIP) are moving forward, however, funds authorized by Congress are running low and unless there is a reauthorization of funds there will be no new call for projects or amendments to the TIP. EPA, federal highways and federal transit have signed off on the quality conformity review toward improvement programs for this year. It has been signed by the Governor and funding for projects can be applied for by the second week in January. Any projects missed can be handled via an administrative amendment to the TIP.

b) Economic Stimulus Package Projects

Mr. Miles stated that economic stimulus funding is expected to come down via the formula process. He emphasized the importance of compiling a master project list within the week in order to meet the December 29th request deadline, prepare TIP amendments (for funding eligibility), allow for a 30-day public comment period, and have it presented and approved by the Board in February.

Mr. Miles provided a handout of the project list and gave a visual presentation of the list to the committee. He noted that the list was categorized based on Title 23 and the type of work. Also, STA (Title 49) projects were included in the list. The committee discussed the various categories, projects, and potential funding amounts. Guest Steve Robinson was asked to provide comments with regard to the capacity to deliver projects based on the availability of materials. The committee was advised to spread projects throughout the year in order to ensure available materials.

Mr. Miles emphasized that jurisdictions must be able to spend the stimulus funds allocated to projects within a specified time limit or risk losing the funds to another state. It was also advised that jurisdictions prioritize their projects for the first phase of funding based on their ability to create enduring jobs, and recommended that construction bids be obtained as soon as possible so that construction can commence as early as April. Jurisdictions were encouraged to have several flexible plans ready depending on what the new administration and congress decide.

Jeff Selle requested a subcommittee be formed to meet once a week after the holidays to review and discuss the specifics of the forthcoming economic stimulus package and how it may affect the list of projects. Mike Gribner, Neal Kersten, Todd Ableman, and Gordon Howell volunteered to serve on the committee. Mr. Miles emphasized that committee members must review the submitted list of projects with their jurisdictions and answer the following questions: 1) who is ready, 2) who is involved, 3) which projects will be ready for the first wave and second wave of funding, 4) are we able to deliver the project, and 5) what is the return. Jurisdictions must conduct their own risk management in determining which projects to invest in for design work and securing right of ways without the guarantee of construction funding. Mr. Miles thanked the committee for their cooperation and input on such short notice.

7. Adjournment.

There being no further business, the meeting was adjourned at 2:41 pm.

Donna Lively
Recording Secretary