

MEETING MINUTES

Spokane Regional Transportation Council Board
Thursday, May 11, 2017
SRTC Office, 421 W Riverside Ave, Ste 500, Spokane WA

1. Call to Order

Chair Tom Trulove brought the meeting to order at 1:02 pm.

2. Roll Call/Record of Attendance – Excused Absences

Board Members Present:

Mayor Tom Trulove, City of Cheney	Larry Krauter, Spokane Airports
E. Susan Meyer, Spokane Transit Authority	Josh Kerns, Spokane County Commissioner
Mayor Steve Peterson, City of Liberty Lake	Aspen Monteleone, Councilmember, City of Airway Heights
Ed Pace, Councilmember, City of Spokane Valley	Ben Wick, TAC Chair
Matt Ewers, Freight Representative	Brandon Blankenagel, TTC Chair
Larry Stone, Major Employer Representative	Mike Gribner, WSDOT-Eastern Region
Dee Cragun, Small Towns Representative	

Board Members Not in Attendance:

Al French, Spokane County Commissioner	Joe Tortorelli, Washington State Transportation Commission
Lori Kinnear, Councilmember, City of Spokane	Amber Waldref, Councilmember, City of Spokane

Board Alternates Present

Ben Stuckart, Council President, City of Spokane

Guests Present:

Stanley Schwartz, Legal Counsel	Rich Burnett, Citizen
Karl Otterstrom, Spokane Transit Authority	Paul Kropp, TAC
Brandi Colyar, Spokane County	Chad Coles, Spokane County
Sabrina Minshall	Janet Sharp, WSDOT

SRTC Staff Present:

Ryan Stewart, Interim Executive Director/Senior Transportation Planner	Eve Nelson, Senior Transportation Planner
Staci Lehman, Communications Coordinator	Amanda Mansfield, Assoc. Transportation Planner
Anna Ragaza-Bourassa, Senior Transportation Planner	Julie Meyers-Lehman, Administrative Assistant

Chair Trulove read the names of the following members who have requested an excused absence from this meeting: Commissioner Al French, Mr. Joe Tortorelli, Councilmember Lori Kinnear, Councilmember Amber Waldref

Mr. Peterson made a motion to excuse the absences. Mr. Pace seconded the motion, which passed unanimously.

Mr. Krauter made a motion to amend the agenda with addition of a Resolution 4a to be read at such time. Ms. Meyer seconded the motion, which passed unanimously.

3. Executive Session to Evaluate the Qualifications of Applicants for Public Employment under RCW 42.30.110 (g)

Chair Trulove announced the Board would go into Executive Session for the purpose of evaluating the qualifications of an applicant for public employment; he stated it would last approximately 10 minutes. Executive Session convened at 1:05 pm.

At 1:17 pm Mr. Schwartz announced the Executive Session was expected to take another 10 minutes. At 1:23 pm the Executive Session ended and regular session reconvened.

4. Selection of SRTC Executive Director

Chair Trulove summarized the Executive Director search process and timeline. He said there were four finalists; one accepted employment elsewhere and one withdrew their application for personal reasons, and the two remaining candidates were both exceptional. He stated that after the interview process on April 27, 2017 and subsequent deliberation, the Board Administrative Committee (BAC) unanimously recommended to the Board Ms. Sabrina Minshall for the position of SRTC Executive Director. Chair Trulove stated he would accept a motion to approve the recommendation and the employment agreement associated with it.

Mr. Pace made a motion to accept the recommendation as presented.

Mr. Krauter requested the motion be amended to be: Approval to hire Sabrina Minshall as the SRTC Executive Director based on the terms and conditions of the employment agreement and to authorize the execution of the employment agreement by SRTC Board Chair Tom Trulove.

Mr. Pace agreed to accept the amendment to the original motion. Ms. Meyer seconded the amended motion. A vote was taken and the motion passed unanimously.

4a. Resolution 17-01 Commending Ryan Stewart for Outstanding Service as Interim Executive Director of the Spokane Regional Transportation Council

Mr. Krauter read the resolution in full: "WHEREAS, Ryan Stewart, a Senior Transportation Planner at SRTC, was asked by the SRTC Board of Directors to serve as the Interim Executive Director of the SRTC in December 2016 ; and WHEREAS, Ryan Stewart responded to the SRTC Board's request and accepted the additional management responsibilities of leading the SRTC staff during the selection process for the Executive Director position; and WHEREAS, Ryan Stewart faithfully and diligently carried out the organizational management responsibilities entrusted to him by the SRTC Board as the Interim Executive Director while also performing the tasks of his position as Senior Transportation Planner; and WHEREAS, Ryan Stewart, demonstrated dedication and skill in working in cooperation with his fellow staff colleagues and the Board members to continue to produce excellent work products, processes and policy recommendations in order to carry out the mission of SRTC; and WHEREAS, the SRTC Board has completed the selection process for the Executive Director position and wishes to recognize Ryan Stewart's contributions; NOW THEREFORE BE IT RESOLVED THAT, THE Policy Board of the Spokane Regional Transportation Council of Washington commends Ryan Stewart for his exemplary service to the SRTC and expresses its appreciation for his efforts as Interim Executive Director, and his service to all transportation industry stakeholders and government partners that we serve in Spokane County".

Mr. Krauter made a motion to approve the Resolution. Mr. Peterson seconded the motion, which passed unanimously.

5. Public Comments

There were no public comments.

6. Interim Executive Director's Report

Mr. Stewart reported that on April 24 SRTC staff hosted an exploratory Scenario Planning Workshop for the Transportation Advisory Committee and Transportation Technical Committee and 21 participants attended. He described the purpose of the workshop and the topics covered. He noted that information obtained at the workshop will be analyzed and used in the Horizon 2040 update.

He announced that he had recently signed the MPO/RTPO funding agreement with WSDOT which will be effective July 1, 2017 through June 30, 2019. He said this agreement went through a detailed review process last year by the previous SRTC Executive Director, other MPO/RTPO representatives, and WSDOT.

Mr. Stewart said information was received at SRTC earlier this week regarding five regional projects which received funding under the WSDOT Consolidated Public Transportation Grant Program, totaling just over \$1.5 million.

He stated the Washington State Legislature recently passed the State Transportation Budget, however the status of the funding for the projects on the freight priority list submitted last year was not yet clear.

Mr. Stewart noted that as of March 31, 2017 local agencies have obligated approximately 53% of the \$11.7 million regional obligation target.

Chair Trulove called for questions; there were none and he thanked Mr. Stewart for his report.

7. Consent Agenda - Minutes of the April 13, 2017 Board Meeting and April 2017 Vouchers

Recap for April, 2017:	
Vouchers: V120382 to V120406	\$ 44,841.46
Salaries/Benefits: Warrant Nos: 382492-382502 and 384708-384718	\$ 73,760.78
Interfund, other expenses, and reimbursements processed directly by the City of Spokane	\$ 2,498.33
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	\$ 121,100.57

Ms. Cragun made a motion to approve the Consent Agenda as presented. Mr. Pace seconded the motion, which was unanimously approved.

8a. Horizon 2040 Chapter Two Update

Ms. Nelson explained that each chapter of Horizon 2040, the long-range regional transportation plan, will be brought before the Board throughout the year and said Chapter Two covers the evolution of existing conditions of Horizon 2040.

She described the most recent regional statistics on:

- Spokane County population
- Mode of Travel to Work
- Vehicle Miles Traveled
- Total STA Boardings
- Airport Cargo
- Bicycle and Pedestrian Trail Usage
- Travel Time to Work
- Average Travel time on I-90 from Argonne Rd to Division St.
- Federal Performance Measures
- Interstate System Pavement Condition

Ms. Nelson summarized the top eight regional issues:

- Additional funding for operations, maintenance and preservation
- Improving pedestrian & bicycle connectivity and accessibility
- Addressing the region's deficient bridges
- Increasing access & frequency to public transportation services
- Solutions to reduce serious injuries and fatalities
- Support access & mobility to the airports and Fairchild Air Force Base
- Ensure efficient freight movement, reduce rail/road conflicts
- Sustain the region's quality of life

Mr. Stone relayed his concerns about the accuracy and clarity of the data that illustrate vacant lands and economic vitality.

Mr. Krauter stated that the Board established the Horizon 2040 Guiding Principles and reviewed the performance measures, but it might be time to revisit the performance measures.

Mr. Ewers asked for clarification about bicycle commuting statistics. Mr. Peterson asked for information about the trail counters and Mr. Gribner responded. Mr. Kerns inquired about the percentage rates for walking and public transportation in the Mode to Work graphic; Mr. Otterstrom provided additional information.

There were no additional questions or comments and Chair Trulove thanked Ms. Nelson for her presentation.

8b. State Fiscal Year (SFY) 2018 Unified Planning Work Program (UPWP)

Ms. Mansfield noted this agenda item was for information and discussion however the Board will be asked to approve the document at the June meeting.

She described UPWP federal requirements and outlined the nine work task categories. She presented the development schedule and reported on the successful on-site coordination meeting between SRTC, STA, WSDOT-Eastern Region, Federal Highway Administration and Federal Transit Administration on April 19. Ms. Mansfield stated no significant feedback was received in terms of how to improve or change the UPWP document.

She called for questions; Mr. Pace noted that a representative from the City of Spokane had attended the meeting and inquired why other cities had not participated. Ms. Mansfield stated that Ms. Katherine Miller from City of Spokane attended of her own accord; required attendees for the coordination meeting were SRTC, STA, WSDOT-Eastern Region and the two federal agencies.

Chair Trulove thanked Ms. Mansfield for her presentation.

9. SRTC Board Comments

Ms. Meyer observed that the King County Transit mode split is 12%, to give some context to 3% for the Spokane Region.

Chair Trulove stated that he appreciated the extraordinary efforts of Mr. Krauter, Ms Meyer and the rest of the Board Administrative Committee in the Executive Director search process. He commended Mr. Stewart for his contributions during the transition period and presented him with a token of appreciation from the Board.

10. Adjournment

There being no further business, the meeting adjourned at 2:07 p.m.

Julie Meyers-Lehman
Recording Secretary