



## Palouse Regional Transportation Organization

*Serving Asotin, Columbia, Garfield, and Whitman Counties*

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### Transportation Policy Board Meeting Minutes

Clarkston City Hall

829 5<sup>th</sup> Street, Clarkston, WA 99403

Call in (605) 475-6700 (Access Code 104 3962)

Tuesday, January 10, 2017 9:00 AM – 10:30 AM

#### 1. CALL TO ORDER:

The meeting was called to order at 9:00 AM by Jennie Dickenson, Secretary.

#### 2. INTRODUCTIONS:

**Members Present:** Jennie Dickinson, Jenny George, Vicki Bonfield, Brian Shinn, Norm Passmore, Justin Dickson, Bob Portlock, Craig George, Wanda Keefer, Fret Hughes, Dean Kinzer

**Members Who Called In:** Robert Ward, John Shaheen, Kathy Schaefer, Nathan Strege, Paul Gonseth

**Staff Present:** Shaun Darveshi, Marilynn Hallberg, Dawn Smith

**3. PUBLIC COMMENTS:** No comments.

#### 4. CONSENT AGENDA:

Minutes of Oct. 10, 2016 Meeting- Brian Shinn made a motion to accept the consent agenda and financials. It was seconded by Craig George. Motion carried.

**5. Executive Officer- President Vacancy.** Jennie explained that Mike Rizzitiello has moved on and taken a position with the town of College Place. Jennie said that the vacancy just has to be filled until the July meeting when election of officers will be held. Craig George volunteered to fill the VP position and Robert Ward volunteered to fill the President position until elections. Brian Shin made a motion to nominate Robert Ward to finish the President's term and for Craig George to finish out the Vice-Presidents term. It was seconded by Justin Dickson. Motion carried unanimously.

#### 6. HSTCP Transit Ranking update

Jennie asked Shaun to explain to new people what HSTCP stands for. Shaun welcomed Norm Passmore to the board and looked forward to working with him. Shaun then explained that HSTCP has been renamed Coordinated Human Transportation Human Planning Services (CPT-HSTP). He explained that every 4 years a plan is created for regional transit agencies and how each agency uses transportation. And every 2 years an update is presented on what has changed the previous 2 years. 2016 was an update year. Shaun went over the HSTCP Project Final Ranking Chart which was on the slide show and in the packet so everyone could see it clearly. The project rankings were approved by the Palouse RTPO

Citizen Advisory Committee on November 30, 2016. Projects are sent to WSDOT and every 2 years, projects are awarded. Projects are defined in A, B, and C project categories. Shaun said that most likely, all A, and some B category projects will be chosen. Shaun said that a Citizen Advisory Committee was formed to approve projects. Shaun talked about the RTPO Google transit project to co-ordinate all of the agency transportation options to make it easier for people to travel within the region. WSDOT changed their policy and said that projects must be approved by the Citizen Advisory Committees and Shaun explained that two meetings were held with representatives from each county to discuss the project applications from all four counties. Shaun asked the Board to approve committee recommended projects. Jennie asked about the A, B, and C rating system and Shaun talked about the point value and how they are awarded and how it is important to all transit agencies. Wanda Keefer made the motion and Brian Shinn seconded the motion to accept the projects recommended by the Citizen Advisory Committee. The motion carried.

### **7. Town of Starbuck Update**

Shaun said that Starbuck contacted WSDOT and WSDOT told them to contact Palouse RTPO. They would like to be a member agency of Palouse RTPO. He said that they will be holding a Council Meeting and creating a resolution to become a member of PRTPO and would probably attend the next board meeting. With regard to transportation provided by Columbia County Public Transit for Starbuck, Craig George, President of the Public Transit Agency for Columbia County, stated that Public Transit is providing 2 bus routes a day, and all they have to do is call for any specific requests and Stephanie will provide transportation for them. There was some discussion from Craig George stating that they are hard to reach because of the limited hours that they work as a lot of small towns are, and Shaun said that hopefully they will be at the next RTPO Board Meeting and that they could address their concerns then.

### **8. RTP2036 Final Draft Update**

Shaun said that the draft is in progress and right now came about 129 page draft. He was working to get it down to around 100 pages. His goal is to have the RTP2036 Final Report done by February 15, 2017 and he will put it out for public comment and then email the final draft to the RTPO Board before the next Board Meeting. He will also put it on the website.

### **9. WTSC Grant Update**

a. Shaun explained the basic goals of the Palouse Driver Education Campaign. He talked about the radio campaign and Facebook page. He said that there 5or 6 milestones the campaign has planned to achieve which include the marketing campaign; creating a Community Task Force to work with the Spokane Community Task Force working towards the Target Zero Goal; work with the City of Pullman community, WSU Police Department and WSDOT to coordinate VMS signing outside of Colfax and Pullman for events; and work with Law Enforcement and Fire Departments. Jennie asked specifically which roads were involved. Shaun answered that they are HWY 195 and SR 26, but that he is including surrounding regions that would like to be involved, to make it more successful.

b. Shaun introduced Marilynn Hallberg as the intern for the Palouse Driver Education Campaign and asked her to tell the board a little about what she does for the campaign. She mentioned administrative duties, the Facebook page, marketing, and attending local and regional events and working with regional businesses to put safe driving messages on their reader boards. We are also encouraging drivers to sign pledges to never drive distracted or drowsy. Jennie mentioned that she had a friend in Palouse tell her about a girl that was in a fatal crash and she thought an organization should address this and Jennie was happy to tell her about The Palouse Driver Education Facebook page and she sent her the link. Marilynn asked if everyone had seen the page and asked everyone to share it with

their friends and families. John Shaheen asked Shaun if Marilyn and Shaun could come up to the CUB and share the campaign message in light of the 2 recent WSU student's fatal crashes. Shaun agreed and said they would.

Robert Ward asked about supporting distracted driving legislation that WTSC is trying to have the legislature address by writing a letter of support. John Shaheen thought the letter should be supporting something specific. Brian Shinn thought we could wait to support specific information. Shaun said that he receives updates on the legislation and that he would set up a conference call to discuss what should be in a letter that comes from Palouse RTPO.

Wanda talked about writing to specific legislators and also a letter from RTPO to the legislature. Wanda invited everyone to come to the port office and sit in on the calls from the legislature on the second and fourth Friday of the month at 7:30 a.m.

Shaun suggested that he could hold a conference call with the Campaign Advisory Board.

Justin Dickson asked about passing lane construction that has been approved for SR 26 and HWY 195. Shaun answered that the passing lanes for HWY 195 would be completed in 2017-18 and SR 26 passing lanes will be completed in 2022-23.

Wanda wanted to go back to the Driver Education Campaign and offer kudos to Shaun for representing RTPO to the community in a positive way with the success of the campaign.

#### **10. TAP project update and FHWA reporting update**

Jennie asked Shaun to explain the TAP acronym. Shaun explained that TAP is now Surface Transportation Broad Ground Set Aside (STBGSA Funds). Shaun said 6 projects were awarded last year and he has updates on two of the projects. The City of Dayton received partial funding for their project but they ended up receiving full funding from another source so Dayton will be returning RTPO funds to benefit another project. The City of Pullman ended up returning funding because they hired someone to do a planning study for one of their trails. So, at this moment, Shaun said that there are currently 4 projects and most likely sometime next year RTPO will call for more projects to use the money that was returned. The City of Asotin has a sidewalk project going on, the City of Clarkston has an engineering project for sidewalks going on, the City of Pullman has recently completed the signals on Grand Street from the previous call, and Shaun is currently tracking the expenses that are going to each agency.

Shaun asked Fritz from the City of Pullman to update their status. Fritz said that right now they are going for the environmental issues with CEPA and Shaun asked if there was a time frame for the project to begin. They are hoping for late February and are waiting for the weather to clear. The City of Clarkston was not present, but Shaun mentioned they are concerned about finding the funding for their sidewalk project.

#### **11. Regional Transit Agency Update**

The County was not there. Shaun said that the county wants to apply to be a CTA. He then discussed how Google would work with different transit agencies.

a. PTBA Asotin Transit, General Manager, Jenny George, said that in 2008 they contracted with Valley Transit, and in 2010 they took over the service. She currently has 15 employees. The transit system serves 6000 riders per month and has just added a Saturday service, operated from 9:00 a.m. to 3:00 p.m. They have three regular routes, one to the Clarkston Heights, one to the City of Asotin, and one to Lewiston. We also offer Dial a Ride services. They just started offering on some holidays. In the summer,

she offers free passes for students and free rides for veterans the month of November. She has Van Pools that run to WSU, Lower Granite and Little Goose dams with 7 vans. She just purchased a new bus which makes a total of 5 buses.

b. Shaun talked about working with Pullman Transit and Lewiston and Google which will connect the community and the Transit System and different agencies. Shaun explained that every agency will inter-connect.

## **12. Complete Streets**

Shaun defined what the Complete Streets Project is. It involves every aspect of the street and who everyone who uses the street. Which includes vehicles, bicycles, and pedestrians. TIB Funding, for Complete Street Projects is \$250,000 for rural communities, which applies to the towns in this region and urban cities receive \$500,000.

## **13. Traffic and Trail Counter Program**

Shaun encouraged everyone to do traffic counts so that all needs can be considered.

## **14. CRSO Discussion**

Wanda discussed the concerns that she addressed in her letter.

Shaun said that there are five areas of impact. Transportation, Economic, Potential Transportation Issues, Environmental, and Quality of Life. Shaun asked if everyone had read the final draft of the letter to be sent to the Public Officials of the Columbia River System Operation Environment Impact Statement. Brian Shinn said that it was a great letter and made a motion to authorize Palouse RTPO to send the letter with minor edits. The motion was seconded and motion carried.

## **15. CS Initiative Corridor Sketch Initiative Discussion**

Paul Gonseth with WSDOT said he had nothing to add at this time.

## **16. Directors Comments**

Shaun talked about upcoming grant work, RTP draft, next year grant application, upcoming CPT-HSTP funds. Shaun also talked about RTPO officer election every odd year for a maximum of two terms.

## **17. Board Member Comments**

Wanda said that Avista has installed an electric car charging station that is free to use. The Port of Clarkston. So far, Shaun is the only user! Wanda also said that after an election, traditionally large infrastructure funding has been offered and everyone should be prepared to respond.

Robert Ward talked about the new quick charge electric car charging station that Avista installed in Rosalia in the last few weeks. It only takes 20 minutes to do a complete charge. Robert also noted that the charging station is located at the historic Texaco Station which was established in 1929 which was the same location as the stagecoach station that made its last run in 1926.

## **ADJOURN**

The meeting was adjourned at 10:25 a.m.