



Palouse Regional Transportation Organization

Serving Asotin, Columbia, Garfield, and Whitman Counties

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Director PRTPO: Shaun Darveshi

Transportation Policy Board Meeting Minutes

Colfax City Hall—Colfax, WA

Tuesday, April 18, 2017 9:00 AM – 10:30 AM

1. CALL TO ORDER: The meeting was called to order at 9:00 AM by Robert Ward

2. INTRODUCTIONS:

Members Present: Robert Ward, City of Rosalia; Jennie Dickenson, Port of Columbia; Craig George, Columbia County; John Shaheen, WSU Transportation; Paul Gosset, WSDOT; Brian Shinn, Asotin County; Dustin Johnson, Asotin County; Dawn Smith, Seweda; Craig Van Tine, Coast; Dean Kinzer, Whitman County.

Members Who Called In: Jenny George, Asotin County Public Transportation; Wanda Keefer, Port of Clarkston; Jerry Compton, WSDOT; Brian Raines, Senator Cantwell's office.

Staff Present: Shaun Darveshi, Marilynn Hallberg

3. PUBLIC COMMENTS: No comments.

4. CONSENT AGENDA:

Minutes of January 11, 2017 Meeting- Brian Shinn made a motion to accept the consent agenda and financials. It was seconded by Craig George. Motion carried unanimously.

5. UPWP 2017-18 Review and Adoption

Robert asked for discussion on the revised UPWP before it is adopted. Brian Shinn had a question about page one, paragraph two, last sentence. He said it says that Asotin County is an adjunct member of PRTPO. He found it to be curious because Asotin County was one of the founding members. Robert had a question about that also. Brian said it was like a professor without tenure. He also stated that Asotin County is a full-fledged member. Robert asked if

Brian would like that stricken and he said yes. Jennie Dickenson asked why it was there to begin with. Shaun answered that it had always been there and Brian agreed. Robert said the word adjunct could be deleted. Brian also asked if we share data with the MPO. Shaun said absolutely, he doesn't want any group to do duplicate work. Brian asked if PRTPO invited the MPO to attend his meetings. He said that he always sends out the invitation but they are not always in attendance. Shaun said that he always attends the MPO meetings. Brian also asked about the unfunded transportation projects using WSDOT funds and wanted to know who made the list. Shaun said that this list was created in 2015 after PRTPO asked interested parties to request special project funds from WSDOT. Brian Shinn made a motion to accept the UPWP for 2017-18 with the word adjunct deleted. Motion carried unanimously.

6. Lead Agency Contract

Robert stated that the time to renew the current lead-agency contract would be coming at the June meeting. He went on to say that before a contract is renewed, it is always a good business decision to review what the organization has accomplished and to also look at the direction the organization should take with the best options going forward. Robert stated that a brief Executive Board Meeting was held and it was decided it would not hurt to look into other options for contracted services. He then turned the floor over to Shaun for explanations. Shaun stated that Seweda is currently the agency that provides services for PRTPO and the services were specified in a September 2016 PRTPO and Seweda combined meeting. That service contract is ending June 30, 2017. He pointed out that PRTPO is working with many agencies across 4 counties with many activities occurring in Whitman County, specifically Pullman. Shaun suggested that the contract renewal would be in Palouse RTPO's best interests to move to Whitman County instead of Clarkston. Shaun said it would be good to find a lead agency that would want to work with PRTPO and support PRTPO going forward. Pullman is where most of RTPO's projects occur and where a good portion of the funding is spent because of the size of the population. When the 2020 census occurs, it's likely that the area will become an MPO, coordinating with Moscow, ID also.

Shaun also stated that in the 2 ½ years that he has been working, PRTPO has become well known, especially for a small RTPO. More and more cities and towns are participating and RTPO is becoming well known and its work is being recognized. Shaun is getting calls from legislative offices to attend regional meetings and Cathy McMorris-Rodgers office has asked Shaun to meet with her at a round table meeting on April 18, to discuss transportation issues. PRTPO is being recognized at a state level. The Washington Traffic Safety Commission has recognized the work that PRTPO is doing. Shaun applied for and received a grant from the WTSC for The Palouse Driver Education Campaign. All of the other agencies that received a grant were much larger agencies than PRTPO.

PRTPO has heard from WSDOT that they are heading towards becoming an MPO. The current population of Pullman is 36,000. Moscow's population would be included because the corridor between Moscow and Pullman is mainly a commercial corridor. An MPO would benefit both

cities and best for the region for funding because an MPO receives federal funding. Currently, Pullman Transit qualifies for urban federal funding but they can only apply for rural funding until the region becomes an MPO. Jennie Dickenson asked what happens when the region becomes an MPO Shaun said the agency would become an MPO—RTPO. Shaun stated that after the 2021 census the region will probably qualify to become an MPO. Paul Gonset with WSDOT clarified how an MPO can be formed. Brian Shinn asked Shaun and Paul Gonset for clarification on whether PRTPO's Policy Board would be able to make the decision to become an MPO after the 2020 census and he said no, it is a federal decision. Shaun asked if anyone in Whitman County would like to be the Lead Agency for PRTPO. John Shaheen asked what the requirement was to be a Lead Agency. Shaun answered that it could be any city, county, town or WSDOT. Jennie asked if Shaun is asking to check out different options and Shaun said yes. Dean said that there is not a lot of space in county or city buildings. Jennie asked if Shaun essentially needs to research options and he said yes. Robert clarified that PRTPO wants to check out all options before signing a new contract. Craig George made a motion to move forward to check out other options for the lead agency for PRTPO. Brian seconded the motion. It passed unanimously. John Shaheen made a motion to have the PRTPO Executive Board make the decision to renew or not. The motion carried with Brian Shinn and Jenny George dissenting.

7. Town of Starbuck

The town of Starbuck would like to be an active agency with PRTPO. They could not attend this meeting but Ruth would be the representative for Starbuck. She will plan to attend the next meeting or a meeting in Columbia County.

8. RTP 2036 Final Draft Update

Shaun said that he is gathering some current data and then he will be finished. Paul Gonset said that the Plan should be 2017-2037. Shaun said that would be fine. Shaun would like to have a resolution to adopt the Plan that would be voted on at the next meeting. The group agreed to the resolution. Shaun gave an outline of the Plan and gave a description of different plans and information he requested from agencies. His plan is 135 to 140 pages and with appendixes, it is 220.

9. WTSC Grant Update

a. Shaun explained the basic goals of the Palouse Driver Education Campaign. He talked about the radio campaign and our Driver Safety Awareness Week during National Distracted Driving Month.

Shaun had Marilynn update the group. She discussed activities for Driver Safety Education Week, which started this week on April 10. The driving simulation created the most interest for students to see what actually happens when they take their eyes off the road for even a few seconds.

Craig George asked if we were well received at U of I and we told him that the Sam Thompson video brought students to the table for discussing driver safety.

Shaun showed and discussed the remaining campaign deliverables.

10. TAP Project Update

Shaun wanted to give an update and let everyone know that no money was paid out for first quarter and said that is not unusual.

11. Regional Transit Agency Update

Shaun stated that everyone has been doing great work and wanted Pullman Transit to give an update.

Wayne Thompson gave an update on Pullman Transit. He said that there are more than 30 Transit Agencies across the state. One thing that makes Pullman Transit different is all of the other agencies receive funding through sales tax. Pullman Transit receives funding from Utility Taxes. They provide 1.4 million rides a year. A busy day would be 8 to 9,000 rides. Wayne said that they offer diverse transportation services and pride themselves on good service. They have Express Service Routes on the WSU campus. They also contract with the school districts They have different evening rides. When WSU is in session it is busier and reduced in the summer. Pullman citizens receive the same service year-round. They also offer special services for individual people with specific issues. They have purchased hybrid buses. They have purchased used buses from King County. Robert said that it sounds like they are moving forward with some challenges. Wayne said that funding is always an issue. Wayne wanted to highlight WSU's funding has been a lifesaver To Pullman Transit.

Craig Van Tine updated the group on Coast Transportation. They operate in Washington and Idaho and recently received some funding to go into Spokane. Coast has been in existence for 40 years. Basically, they pick people up, take them where they need to go and bring them home again. They do about 50 rides a day. They can fit in where other agencies can't and work with those agencies. They will pick people up anywhere, anytime and take them anywhere. The service is free. They are a special needs transportation service.

12. Complete Streets

Colfax has received \$125,000 from Complete Streets. Shaun talked about the upcoming Complete Streets workshops on April 18 and encouraged any agency that was interested in Complete Street funding to attend.

Paul Gonset talked about upcoming WSDOT Workshops on April 27 and 28 to address the transportation needs of the lower three counties.

13. Traffic and Trail Counter Program

Robert encouraged everyone to gather this data for accurate information that state and federal agencies want.

14. Directors Comments

Shaun said that PRTPO will receive \$100,000 in July for CPT-HSTCP. Now that the UPWP 2017-2018 is finished he will work on this plan and will continue working on the Traffic Safety Grant Driver Education Campaign.

Wanda wanted to let everyone know that there are many quality projects that PRTPO has been and is working on now that there is dedicated PRTPO staff.

Adjournment: Robert adjourned the meeting at 10:32 AM