



Palouse Regional Transportation Planning Organization

Serving Asotin, Columbia, Garfield, and Whitman Counties

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TAC Meeting of the Palouse RTPO MINUTES – Meeting was held via zoom

Tuesday, February 28, 2023

2:00 PM – 3:00 PM

1. **Welcome/Intro.** Mark Storey (Whitman County), Matt Hammer (City of Colfax), Ryan Paulson (City of Dayton), Shea Suski (WSDOT), Paul Gonseth (WSDOT), Rebecca Couch (staff)
2. **Committee Housekeeping**
Rebecca will prepare agenda for each meeting and record minutes for tracking of committee records. Rebecca explained the desire to elect a committee chair to help run meetings and then attend PRTPO Policy Board meetings to report on work and recommendations of TAC. Matt Hammer made a motion to nominate Mark Storey. Ryan P. seconded. The motion passed unanimously.
3. **STBG-TA funds discussion/project updates.**
Rebecca asked if anyone was aware of an RTPO process for awarding STBG funds previously. No formal process was recalled. Rebecca described the status of STBG funds remaining available to award during the 2023-26 STIP (\$160,295) and a recommendation for how to award the remaining funds (see page 3 of minutes). The recommended option, option 1, was favored; open call for additional funding request by four agencies who have already been awarded funds due to increased costs. Option 1 allows for previously awarded projects to be completed instead of providing a minimal amount of funds to new projects (with federal dollars). Discussion followed regarding controls on amount that can be requested by each agency if we proceeded with option 1. Agreed by all that we would need a ranking guide for the projects that requested additional funds, each of the four entities would need to provide a new and improved engineer estimate (to demonstrate cost has increased) and/or evidence of bid results being higher than estimate. No scope creep would be allowed and TAC would review original application to determine if scope creep was occurring. Matt motioned to support option 1, Paul seconded, motion passed unanimously.
4. **RTPO Director Comments**
 - a. WSDOT Discretionary Funds. Rebecca described the 3 projects being considered for application to the WSDOT call for RTPO projects (remaining biennium funds – must be spent by June 30, 2023). TAC supported the projects but had concerns about timeline to complete the projects due to need to do an RFQ and get consultant on board. For this reason, projects were favored in this order: RTPO website, Colfax Greenway study, Colton-Uniontown Trail study/survey.
 - b. UPWP. Rebecca informed that it is UPWP update season and that the draft plan will be provided to TAC for review. Part of work over next two years is rebuilding RTPO and TAC, engaging communities/agencies that have been less engaged.
 - c. USDOT Roadway Safety Call to Action – Local Road Safety Plans. Whitman County does have a LRSP (2nd version now). Distracted driving remains major issue causing fatalities.

- Suggestion to start on version 3.0 of safe driver campaign. Expand message boards placed by WSDOT on major highways to highways in Columbia, Garfield and Asotin County.
- d. Local Bridge Program – call for projects open now, due end of April. Don't know if a bridge qualifies, ask Mark.

5. Member comments relative to the RTPO

- a. Project Updates from Member Agencies/General Comments.
- b. Matt – estimate for STBG project, new street project along school, talk to Mark about 3 bridges in town and see how they rank.
- c. Ryan – new to Dayton, listening in.
- d. Mark – 3.5M road (Albion), \$800K chip seal project, consultant on Hume Road project (\$4M), \$600K in safety projects designed and out to bid next summer, looking to submit for next cycle RAISE Grant for north/south Pullman “bypass” project.
- e. Paul – US12/129 paver project, Clarkston 2025 complete streets, DOT is updating sidewalks when paving downtown streets, smaller cities need safe routes to school plans in place.
- f. Shea – implementing complete streets SR27, paver is going.

Next Technical Advisory Committee Meeting: May 23, 2023

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TOPIC: Palouse RTPO 2023-2026 STBG Set-Aside (TA) Funds Recommendation

Overview:

- Funds being programmed within the current STIP for four previously awarded projects (Asotin County, Pullman/WSU, Endicott and Colfax).
- Total remaining STBG set-aside funds available for Palouse RTPO to program for 2023-2026 STIP: \$160,295.
- Possible need for more funds to complete scope of work for one or more projects that were previously awarded STBG set-aside funds.

Options for allocation of remaining STBG funds (\$160,295):

1. Inform each of the four agencies that were previously awarded funds that the RTPO is accepting requests for additional funds (due to unanticipated increases in project costs) to support one or more of the four previously awarded projects, with no changes to scope of work (particularly, no increase in scope), and award those funds up to amount available. Final award amounts would be recommended to TAC for approval prior to final PRTPO Policy Board approval.
2. Open call for projects for all RTPO agencies to submit proposals for available \$160,295 STBG funds.
3. Pause on awarding any additional STBG funds during the 2023 FFY.

Recommendation: Option 1

Option 1 allows for previously awarded and active projects to be completed in light of increased costs. Amount of funds available is minimal and can only support smaller projects. Federal funds come with more requirements that smaller projects are challenged to meet.