



Palouse Regional Transportation Planning Organization

Serving Asotin, Columbia, Garfield, and Whitman Counties

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Palouse RTPO TAC Meeting Minutes

Meeting was held via zoom

Tuesday, May 23, 2023

2:00 PM – 3:00 PM

1. **Welcome – Call to Order/Introductions.** Ryan Paulson – Dayton, Mark Storey – Whitman County, Kevin Poole – Clarkston, Sean Wells – Pullman, Grant Morgan – Columbia County, Paul Gonseth – WSDOT, Greg Figg – WSDOT, Rebecca Couch – PRTPO.
2. **Approval of meeting minutes from February 28, 2023.** Ryan motioned to approve; Paul seconded. The motion was approved unanimously.
3. **2024-2025 UPWP Review/Approval.** Rebecca provided an overview of the draft UPWP. Members wanted to spend more time reviewing the document, provide input via email especially on key issues and unfunded projects sections. It was agreed upon by all that input would be submitted to Rebecca via email by the end of day on May 30. Rebecca will then finalize the UPWP, send it out for final TAC vote via email prior to upcoming Policy Board meeting.
4. **RTPO Updates/Comments**
 - a. **Whitman County Freight Study.** Rebecca asked for confirmation that TAC desires this project to proceed, meaning that we will ask WSDOT Eastern Region partner, Char Kay, to seek funding for the project. TAC wishes for the project to proceed.
 - b. **STBG-Set Aside Funding 2023-2026.** Rebecca sought input on the process for determination on fund distribution for those agencies who respond to recent notice of additional funding. Following discussion, Kevin made a motion as follows: if the total combined ask from the agencies is at or under the available approximate \$160K, RTPO will approve all requests as submitted; if the total combined ask exceeds the available \$160K the RTPO will prorate the awards based on the original award amount requiring no additional TAC meeting for approval. Sean seconded the motion. Motion passed unanimously.
 - c. **Transportation Improvement Plans – Process.** Rebecca sought information on past processes and timeline for agencies to submit TIPS to the RTPO. City TIPS are due June 30, County TIPS are due Dec 31. No new process or timeline was established at this meeting.
 - d. **RTPO Website.** Rebecca informed that the website redesign/update process is underway.
 - e. **Discuss adjustment of meeting time moving forward.** Rebecca requested all future TAC meetings move to 10 a.m. from 2 p.m. All were supportive. Meeting time will be adjusted accordingly.
5. Member comments relative to the RTPO

- a. **Project Updates from Member Agencies.** Updates on projects from Clarkston, Dayton, Columbia County, Whitman County, Pullman, and WSDOT. Common theme: project bids are coming in well over budget requiring rebidding and requests for additional funds. WSDOT connecting WA projects are being funded, while preservation projects have limited funding.
- b. **General Comments for the Good of the Order.** Nothing further. Meeting adjourned at 2:55 p.m.

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