



Palouse Regional Transportation Planning Organization

Serving Asotin, Columbia, Garfield, and Whitman Counties

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Transportation Policy Board Quarterly Meeting (Spotlight: Columbia County)

Weblink: <https://zoom.us/j/98579778703>
Call in # +1 253 215 8782 (Meeting PIN: 985 7977 8703)

AGENDA

Tuesday, September 10, 2024

10:00 AM – 11:00 AM

1. Welcome/Call to Order/Introductions
2. Public Comments
3. Approval of Minutes from June 11, 2024 (**Action**)
4. Lower Snake River Dam Study Update (Jim Mahugh, WSDOT)
5. Understanding the Interconnected Challenges Impacting Rural Transportation Services in Washington State (Dr. Jeff Walters, UW Tacoma)
6. Palouse RTPO Voucher Approval Policy (**Action**)
One of the recommendations from the SFY2023 Palouse RTPO Audit was to adopt a voucher approval policy and adequately document within meeting minutes approval of vouchers, including voucher numbers, totals, and separate approval of vouchers for payables from payroll expenditures, as required by the BARS Manual 3.8.5. A draft Voucher Approval Policy is presented to the Policy Board for approval.
7. Agreement for Services between Palouse RTPO and LCVMPPO (**Action**)
On August 8, 2024, the LCVMPPO Policy Board approved the Agreement for Services between the Palouse RTPO and LCVMPPO, effective October 1, 2024. The Agreement is presented to the Policy Board for approval and countersignature.
8. First Amendment to the Agreement for Services between Palouse RTPO and LCVMPPO (**Action**)
This Amendment adds provisions for the sharing of equipment between the Palouse RTPO and LCVMPPO, which was not included in the Agreement for Services already approved by LCVMPPO Policy Board. This draft amendment is presented for Policy Board approval.

9. Financials Review/Approval

a. Approval of Vouchers **(Action)**:

Voucher Type	Voucher Numbers	Total Amount
Payroll Vouchers	P01-P15	\$17,354.98
Payables Vouchers	A01-A08	\$4,326.77
Reimbursement Vouchers	R01-R03	\$206.53
	TOTAL VOUCHERS 07/01/24 to 08/31/2024	\$21,888.28

b. SFY2025 Budget: Quarter 1 to-date **(Action)**

10. 2407 Amended Palouse RTPO 2024-2029 Regional Transportation Improvement Plan (RTIP) Approval **(Action)**

The 2024-2029 Palouse RTPO RTIP was adopted by the Policy Board on December 12, 2023. As this is a living document, the 2402 amended RTIP was approved for amendment at the March Policy Board meeting including amendments through February 2024. The 2404 amended RTIP was approved for amendment at the June Policy Board meeting including amendments through April 2024. The 2407 amended RTIP presented to the Policy Board today includes amendments through July 2024. All additions/edits are consistent with approved amendments to the STIP. The TAC reviewed and recommended approval of the 2407 Amended RTIP on August 27, 2024. The 2407 Amended RTIP includes the following new/updated projects:

- a. Garfield County:
 - o update to WA-03664 Kirby Mayview Road MP 25.2 to 30.4
 - o update to WA-08805 Kirby-Mayview MP 21.3 to 25.2
- b. Columbia County:
 - o update to WA-03333 Starbuck Bridge Replacement
- c. City of Dayton:
 - o addition of WA-04532 South 4th Street Overlay

11. Amendment to the SFY2024-2025 Palouse RTPO Unified Program Work Plan (UPWP) **(Action)**

The SFY2024-2025 UPWP requires an amendment per the Amendment Policy included within the UPWP (page 14), to add two new work items and the budget changes associated with the Freight Alternatives Study and the Agreement for Services with the LCVMPPO.

12. Request for Qualifications for Freight Alternatives Study **(Action)**

On August 27, 2024, the Palouse RTPO TAC approved the draft RFQ for the Freight Alternatives Study which is presented to the Policy Board for final approval to publish on September 11, 2024.

13. RTPO Director Updates

- a. Fiscal Agent Change Update

14. Columbia County Spotlight (County, City, Public Transit and/or Port updates from Columbia County)

15. Board Member Comments/Open Discussion

Next Policy Board Meeting:

December 10, 2024

Spotlight: Whitman County

Title VI Notice to Public

It is the Palouse RTPO's policy to assure that no person shall, on the grounds of race, color, national origin or sex, as provided by Title VI of the Civil Rights Act of 1964, be excluded from participation in, be denied the benefits of, or be otherwise discriminated against under any of its federally funded programs and activities. Any person who believes his/her Title VI protection has been violated may file a complaint with Palouse RTPO. For additional information regarding Title VI complaint procedures and/or information regarding our non-discrimination obligations, please contact our office or visit www.palousertpo.org.

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