

**Minutes – REGULAR MEETING**  
**LEWIS CLARK VALLEY METROPOLITAN PLANNING ORGANIZATION**

**Tuesday, May 12, 2009 – 2:00 p.m.**

**Back Conference Room – Lewiston City Hall – 1134 F Street – Lewiston ID**

Policy Board Members: City of Asotin – Mervin Schneider; Nez Perce County – Doug Zenner; City of Lewiston – John Currin, Mike Naccarato; Asotin County – Doug Mattoon, Joel Ristau, City of Clarkston – Kathleen Warren

Director: Steven Watson

Ex-Officio: PTBA – Kim Gates, Valley Transit – Chad Pierce, Tara Forsmann

Guests: George Nash, City of Clarkston, Laura Von Tersch

**I. CALL TO ORDER**

The meeting was called to order at 2:00 p.m.

**II. CITIZEN COMMENTS**

*Please limit your comments to three minutes out of consideration for others wishing to speak.*

None.

**III. ACTIVE AGENDA**

- a. **Transit Regionalization Report** – *Considering adoption of the study and consultant recommendations.*

Mr. Watson advised the Board that the final report on the Transit Regionalization Study had been submitted by the consultant and recommended its adoption.

Mr. Currin made a motion to adopt the final report as submitted; second by Mr. Zenner. Motion approved unanimously.

Ms. Von Tersch was thanked for her leadership on this project. The full report is available on the MPO website.

- b. **Billing Review** – *Consideration of final billing from Nelson/Nygaard for transit study in the amount of \$2,500.27.*

Mr. Watson presented the final billing for the Transit Regionalization Study in the amount of \$2,500.27, and recommended payment.

Mr. Zenner made a motion to authorize payment to Nelson/Nygaard for completion of the Transit Regionalization study in the amount of \$2,500.27; second by Mr. Mattoon. Motion approved unanimously.

- c. **Transportation Planning Project – Regional Development Impact Model Policies** – *Considering a recommendation to award the project to the Transpo Group of Boise and authorize staff to develop a scope of work and contract sum.*

Mr. Watson reported that five firms submitted on the referenced project. Upon review by the panel it is recommended that the contract be awarded to the Transpo Group of Boise. The project is funded at \$45,000.

Mr. Zenner made a motion to award the contract for the Development Impact Model Policies to the Transpo Group and authorize staff to begin negotiation with that firm on scope and contract; second by Mr. Currin. Motion approved unanimously.

- d. **Transportation Planning Project – Downtown Corridor Study** – *Considering a recommendation to award the project to WGM Group of Missoula and authorize staff to develop a scope of work and contract sum.*

Mr. Watson advised that nine firms submitted credentials for the referenced project; four were interviewed via telephone. It was the recommendation of the interview panel to award the project to WGM Group of Missoula. The project is budgeted at \$100,000.

Mr. Currin made a motion to award the contract for the Downtown Corridor Study to the WGM Group and authorize staff to begin negotiation with that firm on scope and contract; second by Mr. Mattoon. Motion approved unanimously.

- e. **PTBA TIP Amendment for FTA Section 5307 Funds** – *Consideration of a TIP amendment from the PTBA to program \$1.4 million with an 80/20 match for a transit office/operations, and site improvements.*

Kim Gates, Executive Director of the Asotin County Public Transit Benefit Area (PTBA), presented a request for amendment to the 2009 STIP (Washington) to include \$1.4 million for purchase of a facility to house the PTBA, to include offices, fleet storage and maintenance, and a park-and-ride lot. The federal funds are FTA Section 5307 funds and would be matched at a 20% rate by local funds. The federal portion is \$1.120 million and the local share is \$280,000. Environmental clearances have been received from FTA for the project.

Mr. Currin made a motion to amend the 2009 STIP (Washington) as requested; second by Mr. Ristau. Motion approved unanimously.

- f. **Lewiston 2010 – 2014 TIP** – *Review of proposed TIP for 2010 – 2014 for FTA operating capital, complementary para-transit operations, and equipment/remodel.*

Mr. Watson presented the 2010-2014 TIP (Idaho) noting the funds are all transit projects. It contains FTA Section 5307 funds for operating, para-transit, and, in 2010, funds for completion of remodeling of the Bell Building for transit operations facilities. As there is not yet a transportation bill with transit appropriations it was assumed Lewiston would receive \$410,000 annually. Operating costs were inflated by 3.5% per year with para-transit held constant. There would be un-programmed funds available each year for other uses as needed.

Mr. Mattoon made a motion to adopt the Lewiston 2010-2014 TIP as presented; second by Mr. Zenner. Motion approved unanimously.

- g. **Lewiston 2009-2013 TIP Amendment** – *Consideration of a TIP amendment for 2009-2013 to program previously un-programmed FTA Section 5307 funds from FY 07, 08 and 09 for transit operations, facility, software, and equipment.*

Mr. Watson presented an amendment to the FY 2009 TIP (Idaho) from Lewiston to utilize previously un-programmed Section 5307 funds from FY07-09, reprogramming funds that had been originally intended for preventive maintenance, planning, and security, and combining them to fund costs associated with the City bringing transit into the City structure. Funds are intended for additional operating capital, dispatch hardware and software, and office equipment and office remodeling. The system is to be up-and-running on October 1, 2009.

Mr. Zenner made a motion to approve the FY 2009 STIP (Idaho) amendment as presented; second by Mr. Currin. Motion approved unanimously.

**IV. BOARD MEMBER ANNOUNCEMENTS AND DIRECTION TO STAFF**

Mr. Mattoon advised that the PTBA will soon be amending the routing for the fixed route system converting from the current one-hour loop to half-hour loops and significantly improving service to the downtown. The Lewiston Community Center will remain the transfer point between the two systems.

**V. STAFF COMMUNICATIONS RELATIVE TO THE MPO**

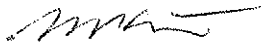
Mr. Watson and Ms. Von Tersch updated the Board on use of federal stimulus funds for transit. Buses are being purchased, as are transit shelters for seven stops, and an expansion of the Lewiston Service Center for improved fleet maintenance and washing facilities.

Mr. Watson requested member agencies to provide updates on use of transportation stimulus funds for posting on the MPO website as a part of the need for transparency in use of these funds.

**VI. ADJOURNMENT**

There being no further business to come before the Board the meeting was adjourned at 2:45 p.m.

Respectfully submitted



Steven M Watson, AICP  
Director  
May 14, 2009