



Walla Walla Valley Metropolitan Planning Organization/ Sub-Regional Transportation Planning Organization

FINAL MINUTES

POLICY BOARD

September 6, 2017 1:30-3:30

Host: WWVMP/SRTPO

107 S Third Ave, Walla Walla

I. Call to Order

Meeting was called to order at 1:32 PM.

II. Roll Call

Members Present:

City of College Place – Harvey Crowder

City of Milton-Freewater – Linda Hall

City of Prescott – Steve Heimbigner

City of Waitsburg – Randy Hinchliffe

City of Walla Walla – Allen Pomraning

Port of Walla Walla – Ron Dunning

Valley Transit – Dick Fondahn

Umatilla County – Larry Givens

Walla Walla County – Todd Kimball

ODOT – Teresa Penninger

WSDOT – Randy Giles

Others Present:

WWVMP – Andrea Weckmueller-Behringer, Executive Director

WWVMP – Elaine Dawson, Planning Assistant

WWVMP Legal Counsel – Jared Hawkins

III. Approval of Minutes from August 2, 2017

A corrected version of the July 2017 accounts payable was distributed for review.

Ms. Dawson explained that two quarterly payments had mistakenly been omitted from the total expended that month.

MOTION: Mr. Pomraning moved to approve the minutes as amended. Mr. Heimbigner seconded; motion passed unanimously.

IV. Comments from the Public

None.

V. Approval of Consent Agenda

The following vouchers/warrants/electronic payments are approved for payment:

Voucher numbers: 2352 through 2361, Total \$4,473.48

Payroll warrant numbers: DD1118 through DD1119, Total \$7,255.74

Electronic payment dates: 08/07/2017 through 08/31/2017, Total \$8,377.37

MOTION: Mr. Hinchliffe moved to approve the consent agenda. Mr. Crowder seconded; motion passed unanimously.

VI. Approval of Agenda

MOTION: Ms. Hall moved to approve the agenda. Mr. Dunning seconded; motion passed unanimously.

VII. Action Items:

1. Old Business:

A. None

2. New Business:

A. September Amendment to the 2017-2022 Metropolitan & Regional Transportation Improvement Program (M/RTIP) and Resolution 06-2017

A final draft of the 2017-2022 M/RTIP September amendment was distributed for review. Ms. Dawson provided a summary of the project included in this amendment on behalf of the City of College Place.

MOTION: Mr. Pomraning moved to approve Resolution 06-2017 to adopt the September amendment to the 2017-2022 M/RTIP. Mr. Hinchliffe seconded. Mr. Crowder abstained; motion passed unanimously.

B. 2018-2023 Metropolitan & Regional Transportation Improvement Program (M/RTIP)

A draft of the 2018-2023 M/RTIP was distributed for review. Ms. Weckmueller-Behringer provided a summary of the projects included in the upcoming M/RTIP that is currently out for the public review period. No action was taken; the final draft with any public comments received will be presented at the October 4 meeting.

C. SFY 2017 Annual Performance & Expenditure Report (APER)

The SFY 2017 APER was provided for review. Ms. Weckmueller-Behringer gave a summary of the actual performance of MPO work tasks compared to the initial goals, along with the corresponding budget to actual expense for each task.

MOTION: Mr. Crowder moved to approve the SFY 2017 APER. Mr. Givens seconded; motion passed unanimously.

D. 2018 Annual Operating Budget and Resolution 07-2017

A draft of the 2018 annual operating budget was distributed for review. A summary of estimated expenses and anticipated revenue was provided by Ms. Weckmueller-Behringer.

MOTION: Mr. Crowder moved to approve Resolution 07-2017 to adopt the 2018 operating budget. Mr. Givens seconded; motion passed unanimously.

E. 2018 Member Dues

A memo regarding member dues review from 2017 and dues assessment for 2018 was provided for review. Ms. Weckmueller-Behringer gave a summary of the two payment options proposed for 2018. The group discussed adopting payment option B of \$2700 per member to cover the local match with an additional \$300 per member being allocated to the reserve fund.

MOTION: Mr. Pomraning moved to approve 2018 member dues in the amount of \$3000 per member. Mr. Crowder seconded; motion passed unanimously.

F. 2018 Staff Wage Schedule

A memo regarding MPO staff wage schedule options for 2018 was distributed for review. Ms. Weckmueller-Behringer provided a summary of the two proposed options. The members decided to table any decision for now and form a sub-committee composed of Mr. Crowder, Mr. Fondahn and Mr. Pomraning to further review the wage schedules.

VIII. Discussion Items:

1. SFY 2019 RTPO funding

Ms. Weckmueller-Behringer shared that a request to increase funds allocated to RTPOs in WA has been prepared by WSDOT and will be forwarded to the state legislature for budget consideration in SFY 2019. This proposed funding increase has received support from the WA Secretary of Transportation.

2. Correspondence

A letter regarding the 2017-2021 Coordinated Public Transit-Human Services Transportation Planning (CPT-HSTP) award notification was provided for review. Ms. Weckmueller-Behringer stated that the MPO has been awarded \$40,000 primarily for updating the Human Services Transportation Plan.

3. Policy Board members update


IX. Adjourn

Meeting was adjourned at 3:01 PM.

Next meeting: October 4, 2017 at the Milton-Freewater library



Dick Fondahn, WWVMPO/SRTPO Policy Board
Chair



Date



Andrea Weckmueller-Behringer, WWVMPO/SRTPO
Executive Director



Date