
SRTMC OPERATING BOARD MEETING NOTIFICATION

WHEN: Wednesday, September 18, 2019
TIME: 1:00 PM – 3:00 PM
WHERE: WSDOT – Stevens County Conference Room
2714 N. Mayfair Street, Spokane WA 99207

REFERENCE DOCUMENTS (Attached):

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OPERATING BOARD MEETING AGENDA

- 1) Call to Order
- 2) Roll Call / Record of Attendance
- 3) Public Comments
- 4) **Action – Consent Agenda**
 - a) August 21, 2019 Meeting Minutes
 - b) August Activity Report
 - c) August Expenditures
- 5) **SRTMC Staff Updates**
 - a) IT Update 10 Minutes – Steve & Ryan
 - b) Operations Update 10 Minutes - Mike
- 6) **Information & Discussion**
 - a) 2020 Budget & Work Plans 30 Minutes – All
 - b) SRTMC Lease Negotiations Update 10 Minutes – Becky
 - c) Acyclica Data/Device Sharing 15 Minutes – Becky & Ken
 - d) Daytime Lane Closures & Notice Policy 10 Minutes – Glenn
 - e) October Executive Meeting 10 Minutes – All
 - f) Operating Board Rules of Procedure 10 Minutes – All
- 7) Agency Updates



8) Future Agenda Items

9) Adjournment

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OPERATING BOARD MEETING MINUTES

- 1) **Call to Order:** 1:07 PM
- 2) **Roll Call / Record of Attendance:** Glenn Wagemann (WSDOT), Mike Kress (SRTMC), Ken Knutson (CoS), Steve Milatz (SRTMC), Ryan Medenwaldt (SRTMC), Kathleen Weinand (STA), Eve Nelson (SRTC), Ryan Kipp (CoSV), Becky Spangle (SRTMC)
- 3) **Public Comments:** No public in attendance, no comments.
- 4) **Action – Consent Agenda**
 - a) **August 21, 2019 Meeting Minutes**
 - b) **August Activity Report**
 - c) **August Expenditures**

A motion to approve consent agenda items a through c was made by Kathleen, and seconded by Eve. Vote unanimous, motion carried.

- 5) **SRTMC Staff Updates**

- a) **IT Update** **10 Minutes – Steve & Ryan**

Steve completed several new switch configurations and supplemental reference documentation. He has also continued to work with field technicians on DA-300 deployments. Steve is actively looking into replacement equipment for the TMC using available equipment grant funds.

Ryan has worked on testing video wall integration options with the WSDOT's NGTMS software system. He also revisited previous software options based on new information in



preparation for full IP video conversion. The TMC is also working with the ATMS vendor on re-integration of video playback in the ATMS application to support the Edge browser.

b) Operations Update 10 Minutes – Mike

Mike worked on creating an online survey for feedback on the Regional Operations Forum. Mike has new TIM trainings scheduled which he has distributed flyers for all the board members to forward the information to their agency internally. Lastly, he has been working on partnership road info project to help unify inter-agency roadway information with the goal to support city streets.

6) Information & Discussion

a) 2020 Budget & Work Plans 30 Minutes – All

The board discussed that the 2020 Budget and Work plan which will be presented at the next executive meeting. Becky is still working to finalize both documents, but plans to have them ready for the Operating board members to review in the coming days. The 2020 anticipated expenditures was discussed including P3 funding and projected costs for design and planning the TMC equipment replacement. The remaining ATMS grants are planned to be depleted in 2020 with the remaining balance to be used to cover system maintenance contract costs and closeout the ATMS contract. The 2017 STP funds are projected to be depleted by July 2020 with the next STP funding cycle to start in August and projected to be depleted in June 2023. Lastly, the board discussed possible performance measurements and objectives for 2020.

b) SRTMC Lease Negotiations Update 10 Minutes – Becky

During Becky's last discussion with building management, there is no anticipated change to the proposed lease renewal rates. As the agreement currently stands, renewing for a three year term would be a 68% rent increase followed by a 3% increase each consecutive year. Further discussion will be a part of the Executive meeting agenda.

c) Acyclica Data/Device Sharing 15 Minutes – Becky & Ken

As a part of the arterial data gathering project, in order to fully utilize all inter-agency devices (SRTMC procured devices and pre-existing City devices) it was discovered that the devices will need to be merged into a single group to be able to create full corridor routes. Becky and Ken worked with FLIR to get a draft agreement document to ensure each participating agency understands the implications and assumed shared responsibilities that would be required as a part of this process.

d) Daytime Lane Closures & Notice Policy 10 Minutes – Glenn

The board discussed consideration to develop a regional policy to limit non-emergency related lane closures during peak commute hours of the day to help reduce congestion. Currently, the board would like to propose this idea to the TTC and SRTC boards.

e) October Executive Meeting 10 Minutes – All

The October 16th Executive meeting will be relocated at the SRTC to accommodate better seating.



f) Operating Board Rules of Procedure

10 Minutes – All

The latest revised document was sent to the executive board for review and approval during the October Executive meeting.

7) Agency Updates

CoSV: Actively seeking to fill a Senior Traffic Engineer position.

SRTC: Consultants for the upcoming Division St and I-90 / US-195 studies have been selected. The SRTC is also in process of selecting a consultant for their upcoming data projects study.

City: UPRR train assembly operations are causing significant traffic delays between Freya and Fancher crossings. The City has also been testing new radar video detection systems for potential use as an advanced detection system at the Francis / Nevada intersection.

WSDOT: Starting October 1st, there will be a 10 day closure for the I-90 / Medical Lake westbound off ramp affecting both Geiger Blvd and Hayford Rd.

8) Future Agenda Items

Nearly all DA300 devices have been deployed but some site installations have yet to be completed due to a pending shipment of required harnesses. Once finalized, a training on how to use the data platform is planned to be scheduled in the November or December timeframe.

9) Adjournment: 2:57 PM

Motion was made by Ken to adjourn, seconded by Ryan K. Vote unanimous, motion carried.