

Spokane Transit Authority  
1230 West Boone Avenue  
Spokane, Washington 99201-2686  
(509) 325-6000

**PLANNING & DEVELOPMENT COMMITTEE**

Minutes of the April 2, 2014, Meeting  
Southside Conference Room

**MEMBERS PRESENT**

Al French, Spokane County\*  
Candace Mumm, City of Spokane  
Shelly O'Quinn, Spokane County  
Ed Pace, City of Spokane Valley  
E. Susan Meyer, CEO, Ex-Officio

**MEMBERS ABSENT**

**STAFF PRESENT**

Steve Blaska, Director of Operations  
Beth Bousley, Director of Communications  
Steve Doolittle, Director of Human Resources  
Karl Otterstrom, Director of Planning  
Lynda Warren, Director of Finance & Information Services  
Brandon Rapez-Betty, Sr. Communications Specialist  
Joel Soden, Transit Planner  
Jan Watson, Executive Assistant to the CEO & Clerk of the Authority

\* Chair

**GUESTS**

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1. **CALL TO ORDER AND ROLL CALL**  
Acting Chair Mumm called the meeting to order at 10:02 a.m. Introductions were made.
  2. **PUBLIC EXPRESSIONS**  
None.
  3. **COMMITTEE CHAIR REPORT**  
None.
  4. **COMMITTEE ACTION/DISCUSSION INFORMATION**
    - A. **MINUTES OF MARCH 5, 2014 COMMITTEE MEETINGS**  
**Mr. Pace moved to recommend approval of the March 5, 2014 Planning & Development Committee meeting minutes. Acting Chair Mumm seconded and the motion passed unanimously.**
    - B. **BOARD CONSENT AGENDA**  
*No items were presented this month.*
    - C. **BOARD DISCUSSION AGENDA**  
*No items were presented this month.*
  5. **COMMITTEE REPORTS**
    - A. **STA MOVING FORWARD SCENARIOS DISCUSSION**  
This presentation was delayed until all members were present. The Committee moved ahead to item B on the agenda.
    - B. **CONNECT SPOKANE SERVICE ALLOCATION POLICY AMENDMENT**  
Fixed Route policy 2.2 Service Type Allocation in *Connect Spokane: A Comprehensive Plan for Public Transportation* is proposed for amendment due to concerns raised that 50% of annual fixed-route revenue service hours allocated to HPT service could be too high. Basic, Commuter Peak, and High Performance Transit are all different types of fixed- route service. Currently STA's supermajority of service provided is Basic Service. Ms. Meyer explained that there is a perception that HPT is so different as to not be fixed-route service. This is not the case; however, to facilitate understanding and alleviate concerns staff is proposing the amendment to policy 2.2.

Staff proposes to change the Fixed Route policy 2.2 Service Type Allocation language to:

***STA shall allocate service hours in a way which maximizes overall system efficiency.***

The following minimum and maximum allocation rates are considered ideal:

- 1) At least **60%** of annual fixed-route revenue service hours should be allocated to Basic Service.
- 2) No more than 15% of annual fixed-route revenue service hours should be allocated to Commuter Peak Service.
- 3) No more than **25%** of annual fixed-route revenue service hours should be allocated to HPT Service.

The primary proposed change is to lower the threshold for annual fixed-route revenue service hours allocated to HPT service from 50% to 25%. This would still allow for the implementation of up to two HPT corridors that are included in STA Moving Forward Scenario A, along with capacity for one or more additional corridors that could be feasible in the coming ten to fifteen years.

Ms. O'Quinn arrived at 10:11 a.m.

Discussion followed regarding Union concerns and insights that helped shape the proposed amendment in order to help clarify the intent of the policy.

Chair French arrived at 10:15 a.m.

Acting Chair Mumm asked if a recommendation was necessary. Mr. Otterstrom indicated that a recommendation was not necessary at this time. The policy will be subject to a duly noticed public hearing to be held on April 17, 2014 as part of the regular meeting of the STA Board of Directors. Acting Chair Mumm turned the meeting over to Chair French.

*Due to time considerations for some of the members, the Committee decided to cover item 9.A on the agenda prior to item 5.A.*

## 9. COMMITTEE MEMBERS' EXPRESSIONS

### A. SMART GROWTH CONFERENCE REPORT

Ms. Mumm gave an overview of the Smart Growth conference that she attended recently in Denver, Colorado. Ms. Mumm presented a PowerPoint highlighting examples of transit stops being developed as mixed use development and enhanced public spaces including retail, commercial and residential units with a priority on multi-modal transit. One example was Mariposa (Denver, Colorado), which was a previously blighted area located on a rail line. Mariposa has incorporated public spaces with seating, art, easy pedestrian access and other attractive elements such as tree preservation into its unique approach to mixed-use re-development. Ms. Mumm also highlighted the Transit Oriented Bike Share Programs. Bike Share programs are generally a network of public, automated bicycle rental stations for "commuter" bikes. The commuter bikes add another dimension to a connected transit system. Denver, Minneapolis, Washington, D.C. and Buffalo, New York have had success in implementing this type of program. The goal of the program is to maximize transit. Ms. Mumm suggested that this could be something STA would want to be a part of implementing in Spokane, even as a partner. Ms. Meyer said that she will look into the details of this program for peer city comparisons. Ms. Meyer said that it does fit with STA's philosophy and comprehensive plan.

## 5. COMMITTEE REPORTS

### A. STA MOVING FORWARD SCENARIOS DISCUSSION

Mr. Otterstrom presented information on the STA Moving Forward efforts to date. The presentation included highlighting the attributes and purposes of High Performance Transit (HPT).

Ms. Mumm left at 10:45 a.m.

Mr. Otterstrom explained that the scenarios are expected to undergo additional refinement during the next several months through multiples efforts, including technical analysis and Board input on scenarios and public outreach messages and materials for STA Moving Forward.

6. COMMITTEE INFORMATION

A. GRANT APPLICATION UPDATE

*As presented in packet.*

7. CEO REPORT

Ms. Meyer reported that the legislative session is complete and the synopsis is that no harm was done to transit. The \$1.2M per year that STA receives from the state was preserved. Ms. Meyer will give a full report at the Performance Monitoring & External Relations Committee meeting. There were improvements to laws regarding protection of employee information in public records requests.

Ms. Meyer reported that STA Fixed-route Coach Trainer, Paul Hoffman, was named national "Trainer of the Year" by the National Training Institute.

The STA Communications department has hired two new employees, Brandon Rapez-Betty, Senior Communications Specialist, and Marc Morris, Communications Specialist.

Ms. Meyer reported that she and staff met with a sub-group regarding the Central City Line Economic Impact Analysis. Members of the committee include: Stacey Cowles (Cowles Company), Scott Chesney (City of Spokane), Kevin Henrickson (Gonzaga University), Mark Richard (Downtown Spokane Partnership), Mark Aden (DCI Engineering), Mick McDowell (Public Facilities District), and Kevin Wallace (Spokane Regional Transportation Council). Mr. Otterstrom is also a voting member of this committee for purposes of selecting a consultant. Ms. Meyer is a non-voting member. Mr. Kevin Wallace, director of Spokane Regional Transportation Council (SRTC), is the facilitator. The objective of the committee is to "provide an objective, independent view in assessing the economic impacts of the Central City Line." The committee convened to select a consultant for the process. The selection was unanimous.

8. NEW BUSINESS

None.

9. COMMITTEE MEMBERS' EXPRESSIONS

A. SMART GROWTH CONFERENCE REPORT

*As presented above (page 2 of minutes).*

10. REVIEW MAY 7, 2014 COMMITTEE MEETING AGENDA

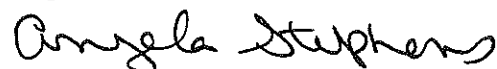
Mr. Otterstrom reviewed the agenda for the May 7, 2014 Committee meeting. The "Preliminary Draft Transit Development Plan" agenda item was moved to the June 4, 2014 Committee agenda.

11. NEXT MEETING – WEDNESDAY, MAY 7, 2014, 10:00 A.M., STA SOUTHSIDE CONFERENCE ROOM, 1230 W BOONE AVENUE

12. ADJOURN

Chair French adjourned the meeting at 11:13 a.m.

Respectfully submitted,



Angela Stephens, Executive Assistant