

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

PLANNING & DEVELOPMENT COMMITTEE

Minutes of the February 5, 2014, Meeting
Southside Conference Room

MEMBERS PRESENT

Candace Mumm, City of Spokane
Ed Pace, City of Spokane Valley
E. Susan Meyer, CEO, Ex-Officio

MEMBERS ABSENT

Al French, Spokane County*
Shelly O'Quinn, Spokane County

STAFF PRESENT

Steve Blaska, Director of Operations
Beth Bousley, Director of Communications
Steve Doolittle, Director of Human Resources
Lynda Warren, Director of Finance & Information Services
Karl Otterstrom, Director of Planning
Jan Watson, Exec. Assist. to the CEO & Clerk of the Authority

GUESTS

* Chair

1. **CALL TO ORDER AND ROLL CALL**

Acting Chair Mumm called the meeting to order at 10:03 a.m. Introductions were made.

2. **PUBLIC EXPRESSIONS**

None.

3. **COMMITTEE CHAIR REPORT**

None.

4. **COMMITTEE ACTION/DISCUSSION INFORMATION**

A. **MINUTES OF THE OCTOBER 10, NOVEMBER 7 & DECEMBER 5, 2013 COMMITTEE MEETINGS**

Ms. Mumm asked if two Committee members present constituted a quorum. Ms. Meyer responded that according to legal counsel, it does, and there will be a resolution before the Board in March to update the STA Committee guidelines to reflect this. With this understanding, it was agreed that a quorum was present.

Mr. Pace moved to recommend approval of the October, November, and December 2013 Planning & Development Committee meeting minutes. Acting Chair Mumm seconded and the motion passed unanimously.

B. **SCOPE OF THE TRANSIT DEVELOPMENT PLAN**

Each year, Spokane Transit is required by state law to develop a Transit Development Plan (TDP) and submit it to the Washington State Department of Transportation no later than September 1. Mr. Otterstrom explained that the TDP is a six-year financial, capital and service delivery plan that will include the 2014 Annual Strategic Plan (as adopted), Capital Improvement Program and Service Improvement Plan. Development of the TDP is shaped by mid-range planning guidance adopted by the Board in December of 2013. The 2014 TDP will be founded on STA's comprehensive plan, *Connect Spokane* and related to the planning effort STA began in April 2012 known as *STA Moving Forward*. That effort is aimed at identifying investments that could be made to the transit network to increase ridership and support the region's economic development over the next 10-15 years. The 2014 TDP will incorporate the process and products of *STA Moving Forward* to demonstrate the path forward in sequencing and implementing those new investments. The targeted Board adoption date for the TDP is July 24, 2014. Mr. Otterstrom reviewed the three phases of the *STA Moving Forward* program and how the *STA Moving Forward* planning effort, including implementation scenarios and public outreach, will be incorporated into the process and product of the Transit Development Plan.

There was much discussion regarding density of ridership and screening of the projects for the corridors identified in *STA Moving Forward*. Mr. Otterstrom gave a brief background of the screening process and

mentioned that more detailed information is provided in the memorandums included in the STA Moving Forward effort. Mr. Pace asked if this would be a part of his new Board member orientation. Mr. Otterstrom agreed that it would be. There was discussion regarding the increased connectivity between cities that would be provided by the West Plains Transit Center which is one of the proposed projects within the *STA Moving Forward* program. Ms. Meyer added that none of the projects within *STA Moving Forward* are funded. The combination of the TDP & *STA Moving Forward* program creates a tool for use in long range planning if there comes a time when additional revenue is available. Ms. Meyer stated that the economic recession, which began in 2008, has created a deficit situation for STA which means that the organization is not indefinitely sustainable. There was discussion about the potential for a ballot measure to help sustain and strengthen service and potentially fund some of the scenarios chosen by the Board in the *STA Moving Forward* program. Further discussion ensued.

Mr. Otterstrom reviewed the timeline for development of the TDP. There was brief discussion regarding sales tax revenue, governance, the economic investment of public transit and the timeline for the TDP. Acting Chair Mumm and Mr. Pace expressed the need for fostering understanding of the benefits of public transit for everyone in a community, even those who do not ride the bus. Ms. Meyer said that she thinks the Board will be pleased with staff's efforts and plans to develop messaging and that Board input is appreciated and wanted. Acting Chair Mumm expressed the importance of coordinating with the cities in the PTBA and their land use planning processes. Staff agreed that this is an important criterion for the screening process with the goal to better serve the regional system.

Acting Chair Mumm asked if there were any more questions about the item. There were no further questions.

Acting Chair Mumm and Mr. Pace said that they concurred with staff's recommendation to incorporate the process and products of *STA Moving Forward* in the 2014 Transit Development Plan.

C. STA MOVING FORWARD IMPLEMENTATION SCENARIOS

Mr. Otterstrom reviewed the nine implementation scenarios that were developed for the *STA Moving Forward* effort. Mr. Otterstrom explained that as part of the final phase of the *STA Moving Forward* planning effort, staff developed seven preliminary implementation scenarios for Board review at the September 2013 workshop. Based on Board input, staff added to two scenarios and presented the nine scenarios to the Planning and Development Committee in November 2013.

Mr. Otterstrom explained that the levels tie to the sales tax equivalent (the example of .001 equating to one penny on a ten dollar purchase was given). Subject to voter approval, STA has the authority to levy up to .009 for regular sales tax and .009 for High Capacity Transit (HCT) sales tax. Mr. Otterstrom explained that the Board has affirmed its intent to sustain current service levels at a minimum baseline for the future and therefore has dismissed Scenarios 0 and 1, which would not produce adequate sales tax revenue to sustain service. Scenarios 3D, 4 and 5 require accessing the High Capacity Transportation tax authority. The state's definition of HCT does not align 100% with STA's definition of High Performance Transit and therefore would severely limit or eliminate the ability to access those funds without further changes in the law. Ms. Meyer said that staff did explore the possibility of a bill to revise the definition of HCT but this idea was dropped due to a number of considerations that made it non-viable. Ms. Meyer stated that staff is proposing the Committee's concurrence to eliminate Scenarios 3D, 4 and 5 from the list. Mr. Otterstrom explained that the information would remain as part of the public education process but would not be developed in full detail.

Acting Chair Mumm asked Mr. Pace if he felt comfortable with eliminating Scenarios 3D, 4 and 5. Mr. Pace agreed that he was comfortable with those eliminations.

With the elimination of those projects, four scenarios remain (scenarios 2, 3A, 3B and 3C). Three of the four scenarios require an equivalent sales tax increase of .003 with a variation in grant requirements depending on the project list. Mr. Otterstrom stated that staff proposes to establish two scenarios as the framework for public outreach and further input before incorporating them into the 2014 TDP:

Proposed Scenarios:

Scenario	Description	Additional Sales Tax Equivalent
A	Implement two or more HPT corridors, expand park and ride facilities and make other service and facility improvements	.003
B	Sustain service levels, improve facilities and expand park and ride capacity	.002

Mr. Otterstrom explained that at this time STA is not identifying the specific HPT corridors, park and ride projects or service improvements that could be implemented in the next 10-15 years. Staff is requesting time over the next month to review earlier scenarios and cost estimates, refine as necessary, and bring forward as a single implementation scenario with some optional permutations in March.

Mr. Otterstrom asked the Committee to provide guidance regarding moving forward with scenarios A and B as the basis for preparing for public outreach on the scenarios and associated investments.

Mr. Pace moved to recommend approval of scenarios A and B as the basis for preparing for public outreach on the scenarios and associated investments. Acting Chair Mumm seconded and the motion passed unanimously.

5. COMMITTEE INFORMATION

A. COMMITTEE WORK PROGRAM REVIEW

As presented.

6. CEO REPORT

Ms. Meyer gave a verbal report on a recent Greater Spokane Incorporated (GSI) trip to Olympia. She and Councilmember Waldref met with legislators and the Governor’s transportation policy advisor with a focus on sharing STA’s performance metrics and to talk with them about the Central City Line project. Ms. Meyer and two Board members (based on Board approval) will travel to Washington, DC for the March American Public Transportation Association (APTA) national legislative conference. Staff is scheduling appointments with legislators and Federal Transit Administration staff to discuss the Central City Line project. Acting Chair Mumm volunteered to attend this conference if one of the slated Board members is unable to attend. Ms. Meyer stated that STA has been nominated for the Agora Award which is a GSI award based on business excellence. Ms. Meyer reported on the appearance of STA in the media over the past week in the Journal of Business (West Plains Transit Center), KREM TV (West Plains Transit Center & Plaza Renovation), and KHQ TV (Central City Line). Ms. Meyer said that STA received a thank you card from the Fulcrum Institute Interchange Program. The Fulcrum Institute received a retired van through the STA Van Grant Program. The donated van is being used to transport at-risk children from foster homes to supervised visitations with their parents. Mr. Pace asked if information on the Van Grant Program is available on the STA website. Mr. Blaska affirmed that it is on the website and the deadline for nominations for the next grant awards is in March. Ms. Meyer asked staff to send an email with a link to the application to Board members to nominate organizations they might know of that would benefit from this program. Staff will also provide a list of past recipients.

7. NEW BUSINESS

None.

8. COMMITTEE MEMBERS’ EXPRESSIONS

Acting Chair Mumm expressed appreciation for the smaller Board Committee work group model.

9. REVIEW MARCH 5, 2014 COMMITTEE MEETING AGENDA

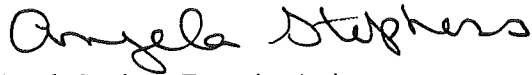
As presented, with the addition of a report back to the Committee by Council Member Waldref and/or Acting Chair Mumm regarding the upcoming Smart Growth Conference.

10. NEXT MEETING – WEDNESDAY, MARCH 5, 2014, 10:00 A.M, STA SOUTHSIDE
CONFERENCE ROOM, 1230 W BOONE AVENUE

11. ADJOURN

Acting Chair Mumm adjourned the meeting at 11:15 a.m.

Respectfully submitted,

A handwritten signature in black ink that reads "Angela Stephens". The signature is written in a cursive, flowing style.

Angela Stephens, Executive Assistant