

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

PLANNING AND DEVELOPMENT COMMITTEE MEETING

Minutes of the June 2, 2021 Meeting
Via Video Conference

MEMBERS PRESENT

Candace Mumm, City of Spokane – *Acting Chair*
Karen Stratton, City of Spokane
Tim Hattenburg, City of Spokane Valley
Kevin Freeman, Small Cities Representative
(Millwood) *Ex Officio*
E. Susan Meyer, Chief Executive Officer
Ex Officio

MEMBERS ABSENT

Al French, Spokane County – *Chair*
Hugh Severs, Small Cities Representative
(Liberty Lake) *Ex Officio*

STAFF PRESENT

Karl Otterstrom, Director of Planning & Development
Brandon Rapez-Betty, Director of Communications
& Customer Service
Monique Liard, Chief Financial Officer
Nancy Williams, Director of Human Resources &
Labor Relations
Vicki Clancy, Executive Assistant to Director of
Planning and Development

PROVIDING LEGAL COUNSEL

Laura McAloon, McAloon Law PLLC

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

Acting Chair Candace Mumm called the meeting to order at 10:00 a.m. and conducted the roll call.

2. **COMMITTEE CHAIR REPORT**

3. **COMMITTEE ACTION**

A. **MINUTES OF THE MAY 5, 2021 COMMITTEE MEETING**

Mr. Tim Hattenburg moved to approve the May 5, 2021, Planning and Development Committee meeting minutes. Chair Candace Mumm seconded, and the motion was approved unanimously.

B. **DIVISION BRT: DESIGN AND ENGINEERING SERVICES SCOPE OF WORK APPROVAL**

Mr. Karl Otterstrom presented. The Division Street Bus Rapid Transit (BRT) project is envisioned to be the second BRT line in the City of Spokane. Division Street is among the busiest urban arterials with significant transit ridership in Spokane County. This nine-mile project will be a fixed, guideway BRT operating easy to use, high frequency service. There will be at least 28 substantial stations. The bus will operate in Business Access & Transit (BAT) lanes for most of the corridor. The project will include a major rebuild of the Division/Ruby couplet to improve transit and non-motorized accessibility and is estimated to cost between \$120 million and \$150 million. Mr. Otterstrom reviewed a map of the alignment and stations, the locally preferred alternative (LPA), the four major phases of the project, the conceptual contracting plan, and the budget and cost estimate. The total value of the contract is estimated at \$16.1M to \$20.1M and does not include all professional services identified in the conceptual contracting plan. Work will only be authorized as approved funding allows. Mr. Otterstrom reviewed the proposed evaluation

criteria, and the proposed procurement timeline. Contract is expected to be negotiated and executed by November 1, 2021.

Mr. Tim Hattenburg moved to approve the general Scope of Work and authorize staff to release a Request for Qualifications for Division BRT Design and Engineering Services. Ms. Karen Stratton seconded, and the motion was approved unanimously.

C. CITY LINE: STATIONS 13, 15, 17 – RIVERSIDE AVENUE CONSTRUCTION SCOPE OF WORK APPROVAL

Mr. Otterstrom presented. As part of the City Line project, STA has three (3) stations planned on westbound Riverside Avenue: Stations 13, 15, and 17. Stations were removed from the original overall City Line design due to the City of Spokane’s plan to incorporate station design into a complete rebuild of Riverside Avenue. The City did not secure grant funding for this project, therefore, design and construction of these stations will be completed by STA. STA has elected to release these stations as one bid package for the purpose of reducing contract administration efforts and receiving more competitive bids. The current engineer’s estimate for these stations is \$1,213,441. The costs for the project are anticipated to be within the overall City Line budget of \$92.231 million comprised of local, state, and federal resources. Mr. Otterstrom reviewed the anticipated timeline, estimating the start of construction to take place September 1, 2021.

Ms. Karen Stratton moved to recommend the Committee to approve the Scope of Work and authorize staff to release an invitation for bid for the City Line Stations 13, 15, and 17 – Riverside Avenue Construction Project. Mr. Tim Hattenburg seconded, and the motion was approved unanimously.

Mr. Hattenburg thanked STA staff for their hard work and diligence in following project timelines. He enjoys sharing the STA process with the public and having an avenue for answering the public’s questions via the website. Chair Mumm thanked CEO Susan Meyer and Mr. Otterstrom for educating the public regarding these stations which took concerted effort.

4. COMMITTEE ACTION

A. BOARD CONSENT AGENDA

(No items being presented this month.)

B. BOARD DISCUSSION AGENDA

(No items being presented this month.)

5. REPORTS TO COMMITTEE

A. 2022-2027 TRANSIT DEVELOPMENT PLAN: COMPLETE DRAFT PLAN

(Public hearing at the June 17, 2021 Board Meeting.)

Mr. Otterstrom presented. The Transit Development Plan (TDP) is an annual state-required agency implementation plan which includes related capital and operating projects over a six-year period. It informs the Transportation Improvement Program (TIP) that is prepared by Spokane Regional Transportation Council (SRTC). It is a snapshot of our latest understanding of cost service levels, and the region’s development and lays on top of it our plans and efforts. The draft TDP for 2022-2027 can be found online as of last week. Mr. Otterstrom reviewed the updated

Hierarchy of STA Plans, a map of the Conceptual 2024 Fixed Route Network and a map of the Recent Requests for New Service.

Ms. Monique Liard reviewed the 2022-2027 TDP Financial Forecast table that outlines and quantifies all of the assumptions that were reviewed with the Committee and the Board during the April cycle. Some of the key assumptions included a reset of the sales tax to a 2020 actual baseline with an increase of 3%, the addition of Federal stimulus packages, expenses having a 3% year over year increase, and STA Moving Forward continued implementation. Mr. Otterstrom reviewed next steps with an estimated delivery to WSDOT by September 2021.

B. I-90 / VALLEY HIGH PERFORMANCE TRANSIT CORRIDOR PLANNING UPDATE

Mr. Otterstrom presented. Interstate 90 between downtown Spokane and Spokane Valley is one of the most congested corridors in eastern Washington. As part of the *STA Moving Forward* plan, Spokane Transit is preparing to deliver new services and infrastructure to provide residents with expanded mobility choices. The project will include improved service, stations, increased park and ride capacity and a new transit center, with pilot extension to Coeur d'Alene (subject to a cross-state partnership). Funding for the corridor includes state and federal grants and were recently awarded the first biennium's worth funding toward a Regional Mobility Grant for the amount of \$7.5M. Current activities include gathering baseline data on travel, demographics, economic activity, and property ownership in the corridor; developing public and stakeholder engagement strategies and plan; initiating contact with stakeholders; and developing baseline forecast of travel demand, including long-term ramifications of COVID-19 Global Pandemic. Mr. Otterstrom reviewed the Corridor Development Plan Process, and the Stakeholder Participation Timeline for the Technical Advisory Committee (TAC).

Mr. Hattenburg shared his support and excitement for this corridor as the Northeast industrial area off Barker Road has grown exponentially. Mr. Otterstrom confirmed that connectivity to this area will be evaluated in the planning process. He added that Millwood is also one of the stakeholders for this corridor plan.

6. CEO REPORT

Ms. Meyer presented the CEO Report:

- May 2021 Voter-Approved Sales Tax Update – Revenue collected on March retail sales: 56.3% above May 2020 actual (\$3.4M), 16.4% YTD above 2020 actual (\$5.7M), and 34.2% YTD above budget (\$10.2M).
 - Retail trade increased by 74% in March (May Revenue) and is up 39%, auto dealers increased 51%, other miscellaneous retailers increased 62%, other motor vehicle dealers increased 138%, building materials and supplies increased 33%, general merchandise (warehouse clubs and super stores) increased 20%, construction increased 43%, accommodation and food service increased 67%.
- Division BRT Project – The CEO provided an update on the Federal funding opportunities including the Capital Investment Grant Program for which the Division BRT Project will be eligible. She highlighted the value of Cardinal infrastructure involvement in seeking funding and noted the Division Line has been submitted for the FY2022 community projects appropriations process.

7. COMMITTEE INFORMATION

A. FTA SECTION 5310 FUNDING CALL FOR PROJECTS UPDATE

Information in the packet; no presentation.

8. JUNE 30, 2021 COMMITTEE MEETING DRAFT AGENDA REVIEW

9. NEW BUSINESS

Chair Mumm shared that the City of Spokane is having discussions to decide how to spend ARP money. Councilmember Stratton is on that Committee. The City has \$42M now and will receive the same amount next year. The Spokane Valley has received \$17M. If there is cross-over, it will be important for discussions to take place.

Mr. Hattenburg shared that the Spokane Valley is developing a lot of parks; more parks have been improved within the last 18 months than since 2003 when the Valley incorporated.

Ms. Stratton shared that comments and/or suggestions for the ARP Committee (which is distributing the funding), let her know.

Mr. Kevin Freeman shared that Millwood is working on beginning right away acquisition for the Argonne Corridor improvements, including some transit improvements.

10. COMMITTEE MEMBER'S EXPRESSIONS -- *None*.

11. ADJOURN

With no further business to come before the Board, Acting Chair Mumm adjourned the meeting at 11:04 a.m.

NEXT COMMITTEE MEETING: WEDNESDAY, JUNE 30, 2021 (JULY) at 10:00 a.m. VIA WEBEX.

Respectively submitted,



Vicki Clancy, Executive Assistant
Planning and Development Department