

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

PLANNING AND DEVELOPMENT COMMITTEE MEETING

Minutes of the June 30, 2021 (July) Meeting
Via Video Conference

MEMBERS PRESENT

Al French, Spokane County -- *Chair*
Candace Mumm, City of Spokane
Karen Stratton, City of Spokane
Tim Hattenburg, City of Spokane Valley
E. Susan Meyer, Chief Executive Officer
Ex Officio

MEMBERS ABSENT

Kevin Freeman, Small Cities Representative
(Millwood) *Ex Officio*
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

Kendel Froese, McAloon Law PLLC

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

Per Chair Al French's request, STA CEO, E. Susan Meyer called the meeting to order at 10:00 a.m. Chief Executive Officer, E. Susan Meyer, conducted the roll call.

2. **COMMITTEE CHAIR REPORT**

Chair Al French asked about air conditioning on STA buses. Ms. Meyer responded that all STA Coaches have air conditioning. Chair French pointed out that for the modest price of a bus ticket, a person can enjoy the air conditioning while riding the bus.

3. **COMMITTEE ACTION**

A. **MINUTES OF THE JUNE 2, 2021 COMMITTEE MEETING**

Ms. Karen Stratton moved to approve the June 2, 2021, Planning and Development Committee meeting minutes. Mr. Tim Hattenburg seconded, and the motion was approved unanimously.

4. **COMMITTEE ACTION**

A. **BOARD CONSENT AGENDA**

1. **2022-2027 TRANSIT DEVELOPMENT PLAN: APPROVE BY RESOLUTION**

Mr. Karl Otterstrom presented. Each year, STA is required by law to develop a Transit Development Plan (TDP) for a six-year planning horizon and submit it to the Washington State Department of Transportation (WSDOT). Mr. Otterstrom reviewed the major elements of the plan. The Planning and Development Committee have been engaged in developing the various elements of the draft plan since February of 2021. A public hearing was held at the Board meeting on June 17, 2021. The draft TDP 2022-2027 is available at:

[https://www.spokanetransit.com/files/content/draft\)tdp\)2022-2027.pdf](https://www.spokanetransit.com/files/content/draft)tdp)2022-2027.pdf)

Mr. Hattenburg moved to recommend the Board adopt, by resolution, the 2022-2027 Transit Development Plan. Ms. Stratton seconded, and the motion was approved unanimously.

Chair Al French commented that there will probably be 2-3 new companies located adjacent to the Amazon Fulfillment Center in the West Plains. It's estimated that this could create about 1,000 jobs. Chair French requested the bus capacity of the current service and whether adjustments may be in order in the future to accommodate this growth. Mr. Otterstrom responded that more capacity will be coming. Route 63 will serve Hayford Road as part of revisions planned for 2022 approved by the Board in May.

10:10 a.m. -- Ms. Candace Mumm joined the meeting.

B. BOARD DISCUSSION AGENDA

(No items being presented this month.)

5. REPORTS TO COMMITTEE

A. 2021 FTA SECTION 5310 FUNDING UPDATE

The scoring criteria included in the application materials was carried over from 2020 Call for Projects and did not adequately evaluate the project's merit. As a result, the 2021 Call for Projects was re-issued on June 25, 2021 and a new informational meeting will take place July 1. All project applicants have been notified and project applications are due July 15, 2021. Applications will be presented for funding recommendations at the September Planning and Development Committee meeting. Application to FTA is scheduled for November 2021.

B. SPRAGUE HIGH PERFORMANCE TRANSIT: PLANNING UPDATE

Mr. Otterstrom presented. Route 90 Sprague consistently meets STA's standards for Ridership, Equivalent Energy Consumption, and Fares (even during 2020). Annual boardings in 2020 totaled 590,490. This project currently has an approved budget of \$6.55 million. Mr. Otterstrom reviewed the project timeline. Staff plan to prepare a Corridor Development Plan for public input and board approval by the end of 2021. Design activities for remaining improvements in the corridor will begin in 2022, with construction planned to begin in 2023 with substantial completion in 2024. Much of the design will require coordination with municipalities, adjacent property owners and utilities.

STA has contributed \$693,000 towards Sprague Avenue rebuild projects to jump-start High Performance Transit (HPT) improvements. Mr. Otterstrom reviewed the 2021 Planning Phase Activities. Another Committee update will be provided in September prior to public outreach on preliminary corridor analysis and project scope.

Mr. Hattenburg thanked Karl and STA for everything they do to partner with Spokane Valley and work to accommodate their growth. Spokane Valley has received very positive feedback from the community regarding STA service in the valley.

6. CEO REPORT

Ms. Meyer presented the CEO Report:

- Free Rides to Cooling Centers – Yesterday, STA launched free STA bus rides to cooling centers in concert with Avista. The rides are on paratransit and can be reserved at (509) 328-1552. This free service is not restricted by paratransit eligibility. Mr. Brandon Rapez-Betty and Avista’s Latisha Hill quickly put this program together. These trips are available through Friday while the temperatures are over 100°. Cooling centers are listed on the Spokane Regional Health District (SRHD) website.
- STA Plaza is Open and Air Conditioned – STA has provided additional seating in the Plaza for the public during these unusually high temperatures in Spokane. The Plaza is significantly cooler than the STA air-conditioned buses as the bus doors open a lot.
- Free Rides to Vaccines – STA is still providing free rides to vaccination centers until July 5 for those needing their first or second vaccines. After July 5, STA will provide free rides to 2nd vaccine shots for those who received their first Covid-19 vaccine shot via this service.
- Low And No Emission Grant Award – STA received this \$6.3M grant from the FTA. These funds (along with STA’s local match) will purchase ten (10) battery electric buses to replace diesel buses when the current buses have aged out. These buses will occupy half of the rest of the battery electric bus capacity of the Boone Northwest Garage.
- June 2021 Voter-Approved Sales Tax Update – Revenue collected on April retail sales: 47.5% above June 2020 actual (\$2.9M), 21.1% YTD above 2020 actual (\$8.6M), and 39.4% YTD above budget (\$13.9M).
- Washington Economy to Open Up – Governor Inslee announced last night that the economy will open up – all industry sectors previously covered by guidance in Healthy Washington Roadmap to Recovery (the Safe Start Reopening Plan) – may return to usual operation and capacity with some exceptions. The Department of Labor and Industries stated that public transit employees on trains, planes and buses are still required to wear masks through September 13, or sooner if the mandate is lifted. STA’s Director of Human Resources and Labor Relations, Ms. Nancy Williams, will send out a communication to STA employees later today. The only change appears to be that masks are no longer required outside.

7. COMMITTEE INFORMATION

(No items being presented this month.)

8. SEPTEMBER 1, 2021 COMMITTEE MEETING DRAFT AGENDA REVIEW

9. NEW BUSINESS -- *None*

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

Chair French reminded the Committee that there is no Planning and Development Committee meeting in August.

Chair French reminded the Committee to “stay tuned” for the 11:30 a.m. STA Board Strategic Planning Workshop following today’s Planning and Development Committee meeting.

11. ADJOURN

With no further business to come before the Board, Chair French adjourned the meeting at 10:34 a.m.

NEXT COMMITTEE MEETING: WEDNESDAY, SEPTEMBER 1, 2021, at 10:00 a.m. VIA WEBEX.

Respectfully submitted,

Vicki Clancy

Vicki Clancy, Executive Assistant
Planning and Development Department