

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

## SPOKANE TRANSIT AUTHORITY

### PLANNING & DEVELOPMENT COMMITTEE MEETING

Wednesday, February 3, 2021, 10:00 a.m.

#### Via Video Conference

**Committee Members:** [Click here to join the meeting](#)

**General Public:** [Click here to join the meeting](#)

**Audio Conference:** Call the number below and enter the access code.  
+1-408-418-9388 | Access code: 146 318 5793

### AGENDA

*Estimated meeting time: 75 minutes*

1. Call to Order and Roll Call
2. Committee Chair Report (5 minutes)
3. Committee Action (5 minutes)
  - A. Minutes of the December 2, 2020 Committee Meeting -- *Corrections/Approval*
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 (40 minutes)
  - A. Review 2021 Planning and Development Work Program – (Otterstrom)
  - B. Transit Development Plan 2022-2027 Overview – (Otterstrom/Tresidder)
  - C. DivisionConnects: Draft Alternatives for Public Input – (Otterstrom)
  - D. Downtown Spokane Plan Development Update – (Otterstrom/Tresidder)
6. CEO Report (10 minutes)
7. Committee Information  
(No items being presented this month.)
8. March 3, 2021 Committee Meeting Agenda (5 minutes)
9. New Business (5 minutes)
10. Committee Members' Expressions (5 minutes)
11. Adjourn

Next Committee Meeting: Wednesday, March 3, 2021, 10:00 a.m. via Webex.

Agendas of regular Committee and Board meetings are posted the Friday afternoon preceding each meeting at the STA's website: [www.spokanetransit.com](http://www.spokanetransit.com). Discussions concerning matters to be brought to the Board are held in Committee meetings. The public is welcome to attend and participate.

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**SPOKANE TRANSIT AUTHORITY**  
**PLANNING AND DEVELOPMENT COMMITTEE MEETING**

February 3, 2021

**AGENDA ITEM 2** : COMMITTEE CHAIR REPORT

**REFERRAL COMMITTEE:** N/A

**SUBMITTED BY:** Chris Grover, Chair, Planning and Development Committee

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**SUMMARY:** At this time, the Committee Chair will have an opportunity to comment on various topics of interest regarding Spokane Transit.

**RECOMMENDATION TO COMMITTEE:** N/A

**SPOKANE TRANSIT AUTHORITY**  
**PLANNING AND DEVELOPMENT COMMITTEE MEETING**

February 3, 2021

**AGENDA ITEM 3A** : MINUTES OF THE DECEMBER 2, 2020 COMMITTEE MEETING

**REFERRAL COMMITTEE:** N/A

**SUBMITTED BY:** Vicki Clancy, Executive Assistant, Planning and Development

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**SUMMARY:** Draft Minutes of the December 2, 2020 Planning and Development Committee meeting are attached for your information, corrections and/or approval.

**RECOMMENDATION TO COMMITTEE:** Corrections and/or approval.

**COMMITTEE ACTION:**

**RECOMMENDATION TO THE BOARD:**

**FINAL REVIEW FOR BOARD BY:**

Division Head \_\_\_\_\_ Chief Executive Officer \_\_\_\_\_ Legal Counsel \_\_\_\_\_

Spokane Transit Authority  
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## PLANNING AND DEVELOPMENT COMMITTEE MEETING

**DRAFT** Minutes of the December 2, 2020, Board Meeting  
Via Video Conference

### MEMBERS PRESENT

Chris Grover, Small Cities Representative  
(Cheney) – *Chair*  
Candace Mumm, City of Spokane  
Pamela Haley, City of Spokane Valley  
Karen Stratton, City of Spokane  
E. Susan Meyer, Chief Executive Officer  
*Ex Officio*

### MEMBERS PRESENT

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

### STAFF PRESENT

Karl Otterstrom, Director of Planning & Development  
Brandon Rapez-Betty, Director of Communications  
& Customer Service  
Fred Nelson, Chief Operations Officer  
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

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#### 1. CALL TO ORDER AND ROLL CALL

Chair Chris Grover called the meeting to order at 10:00 a.m. and conducted roll call.

#### 2. COMMITTEE CHAIR REPORT

None.

#### 3. COMMITTEE ACTION

##### A. MINUTES OF THE NOVEMBER 4, 2020 COMMITTEE MEETING

**Ms. Pam Haley moved to approve the November 4, 2020, Planning and Development Committee meeting minutes. Ms. Karen Stratton seconded, and the motion was approved unanimously.**

##### B. FINALIZE 2021 PLANNING AND DEVELOPMENT COMMITTEE WORK PROGRAM

Mr. Karl Otterstrom presented the committee's annual work program that is used as a basis for the coming year. The committee reviewed the draft last meeting. The Planning and Development Committee Work Program includes the Annual Planning Calendar which identifies the four planning documents founded on principles and policies of *Connect Spokane*: the Transit Development Plan (TDP), the Service Implementation Plan (SIP), the Capital Improvement Program (CIP) and the Annual Strategic Plan/Budget.

**Ms. Pam Haley moved to approve the 2021 Planning and Development Committee Work Program and forward to the Board of Directors for information. Ms. Karen Stratton seconded, and the motion was approved unanimously.**

4. COMMITTEE ACTION

A. BOARD CONSENT AGENDA

1. FINAL PROPOSED 2021 OPERATING AND CAPITAL BUDGETS

Ms. Monique Liard presented a condensed version of the automated public presentation as this committee and the Board have already had an opportunity to preview it on two previous occasions: one to see the draft budget in early October, and then the video in November.

The 2021 Operating Expenses Budget totals \$82,229,691; a 2.2% decrease (\$1,891,597) over last year's budget of \$84,121,288. There was a slight increase (\$138,700) in expenses from the 2021 proposed budget to the final proposed budget: ATU 1598 Contract wage adjustments (\$39,657), one new position (\$25,043), and additional services (\$75,000). No changes to any underlying expense assumptions; no changes to the Capital Budget.

Ms. Mumm asked about the guidance of STA's sales tax projections. Ms. Liard responded that they use the monthly Department of Revenue numbers combined with the trends observed in the monthly numbers for most recent months (not early months of the complete COVID shut down.)

Ms. Liard reviewed the updates to the 2021 Cash and Reserve Analysis from the changes that have been made to the operating expenses resulting in a minor decrease to an estimated end of year cash balance after reserves (\$77,213,031).

**THE FINANCIAL PROPOSED 2021 OPERATING AND CAPITAL BUDGETS**

SOURCE OF FUNDS:		USE OF FUNDS:	
Revenues	\$96,994,755	Operating Expenses	\$82,229,691
Capital Grants	\$38,834,760	Capital Projects	\$71,916,086
From Cash Balance	\$18,316,262	Fleet Replacement Allocation	\$--
<b>Total Source of Funds</b>	<b>\$154,145,777</b>	<b>Total Use of Funds</b>	<b>\$154,145,777</b>

**Ms. Pam Haley moved to recommend the Board adopt, by resolution, the Final Proposed 2021 Operating and Capital Budgets. The motion was seconded by Ms. Karen Stratton and passed unanimously.**

2. CITY OF SPOKANE RIVERSIDE PROJECT ORDER AGREEMENT

Mr. Otterstrom presented. On November 4, 2020 the Committee approved motions to recommend the board authorize the CEO to execute project orders under the Master Design and Construction Agreement with the City of Spokane for City Line stations: Riverside Avenue City Line stations (westbound), and Riverside Avenue eastbound stations and intersection improvements as funding allows. The City's Engineering Services Department has now proposed that STA design and construct City Line stations, a departure from the earlier proposal, due to risks associated with constructing federally-funded elements within a larger, city-funded project. STA staff concur with this assessment. Mr. Otterstrom reviewed the proposed transit improvements.

**Ms. Candace Mumm moved to recommend the STA Board of Directors rescind the motions approved by the Committee on November 4, 2020 related to Riverside Avenue and recommend the STA Board approve a motion authorizing the CEO to execute a project order under Master Design and Construction Agreement 2018-10267 for the purpose of “Eastbound Bus Stop and Intersection Improvements – Riverside Avenue” with a not-to-exceed amount of \$600,000. The motion was seconded by Ms. Karen Stratton and passed unanimously.**

B. BOARD DISCUSSION AGENDA

*(No items being presented this month.)*

5. REPORTS TO COMMITTEE

A. DIVISIONCONNECTS UPDATE

Mr. Otterstrom presented an update on public engagement activities, Steering Committee actions, transit evaluation framework, assumptions for scenario development, and next steps for DivisionConnects, a coordinated planning effort led by Spokane Regional Transportation Council (SRTC) and Spokane Transit Authority (STA) to reimagine the important regional transportation corridor. Prior to the upcoming January meeting, the consultant team will be completing the traffic modeling for each of the selected scenarios, as well as a more robust screening evaluation of the scenarios and a deeper analysis of the active transportation possibilities within the corridor. The results of this analysis will be presented to the Steering Committee for review and confirmation, along with the process for receiving community feedback. The second round of public engagement will begin in mid-January after Steering meeting #5.

Ms. Mumm shared with the consultants that the Division Corridor is not always about “getting to Downtown.” She is encouraged that there will be various designs for this dynamic corridor.

Ms. Susan Meyer complimented Mr. Otterstrom on the outstanding job done on this project. Good consultant, good staff and excellent leadership from Mr. Otterstrom.

6. CEO REPORT

Ms. Meyer presented the CEO Report:

November 2020 Voter-Approved Sales Tax Update – Revenue collected on September retail sales: 4.0% above November 2019 actual (\$0.3M), 6.4% YTD above 2019 actual (\$4.9M), and 1.7% YTD above budget (\$1.3M). Despite sales tax going down in May and June, sales tax revenue for the remainder of the year has been above expectations.

Telework for STA Employees – Employees who can work from home, are now teleworking; this was also done back in March. Five hundred of STA’s 630 employees cannot work from home because they are involved in providing service or maintaining vehicles. This will be in place until December 14, 2020 or earlier (in accordance with the Governor’s direction). The State of Washington told their employees they are not coming back until June of 2021. There are other transit agencies that have told their employees not to return until April of 2021.

STA Van Assistance During COVID – In support of COVID-19 relief efforts, STA vans have been loaned to the Spokane Regional Health District to transport COVID positive individuals to other housing (in the Spokane Valley and on the South Hill. In the past, STA did participate in meal delivery for eight months for Meals on Wheels and the Greater Spokane Meals on Wheels.

SRTC Invitation to the Tribes -- The 18 signatories to the Interlocal Agreement that created SRTC (Spokane Regional Transportation Council) and the SRTC Board are working on a plan for how to extend an invitation to two tribes, the Spokane Tribe and the Kalispel Tribe, to join SRTC. Ms. McAloon has collaborated with legal counsel from the other jurisdictions to prepare a recommendation for how this can be accomplished. Extending an invitation to the tribes to have a voting membership is a requirement of legislation in 2019; non-compliance to this requirement places an organization's planning funding at risk. This requirement has created an opportunity for the signatories to work together.

SRTC Executive Director Resignation – The SRTC Executive Director, Ms. Sabrina Minshall, has resigned and will be leaving at the end of December. The Board has created a working sub-committee to immediately identify an interim Executive Director in order to secure some training from Ms. Marshall before she leaves. They will be searching for a new Executive Director. SRTC is a critical organization in the region and responsible for transportation planning and coordination that takes place.

COVID Relief Bill – Consultants with Cardinal Infrastructure shared this morning that a bi-partisan coalition of House and Senate members released a framework for a COVID Relief Bill which includes \$45B in transportation funding, \$15B of which is for public transit. Senator McConnell released his new COVID Relief package which is largely the same as the Senate GOPs previous proposals of similar size. It includes limited legal liability for COVID related claims and it doesn't include funding for local government, or transit, or state government. The Biden DOT Transition Team current plan is to have the first stimulus bill "plus up" existing programs, with a second stimulus bill going well beyond that.

Chair Grover asked if the legislation regarding the SRTC invitation to the Tribes required a voting membership. Ms. Meyer responded that it does; however, this could be accomplished by offering them a shared seat on the Board similar to the small cities, or share with the small cities vote.

Ms. Mumm questioned whether STA falls under the same tribe representation requirements as SRTC. Ms. McAloon responded that the statute that establishes STA's board structure limits voting membership to nine elected officials from the cities in the PTBA (Public Transportation Benefit Area) and the county.

7. COMMITTEE INFORMATION

*(No information included this month.)*

8. FEBRUARY 3, 2021, COMMITTEE MEETING AGENDA

9. NEW BUSINESS -- *None*

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

Ms. Mumm shared a few highlights from the APTA member's meeting.

11. ADJOURNED

With no further business to come before the Board, Chair Grover adjourned the meeting at 11:01 a.m.

NEXT COMMITTEE MEETING: WEDNESDAY, FEBRUARY 3, 2021, (NO JANUARY MEETING) at 10:00 a.m. VIA WEBEX.

Respectively submitted,

*Vicki Clancy*

Vicki Clancy, Executive Assistant  
Planning and Development Department



**SPOKANE TRANSIT AUTHORITY**

**PLANNING AND DEVELOPMENT COMMITTEE MEETING**

February 3, 2021

**AGENDA ITEM 5A** : REVIEW 2021 PLANNING AND DEVELOPMENT COMMITTEE WORK PROGRAM

**REFERRAL COMMITTEE:** N/A

**SUBMITTED BY:** Karl Otterstrom, Director of Planning and Development

**SUMMARY:** According to STA Board Resolution 681-11, the Planning and Development Committee is accountable for designing and coordinating the Board’s participation in Spokane Transit’s strategic and operational planning.

In December 2020, the Planning and Development Committee approved its work program for 2021. The work program is provided below as information. As was noted at the time, the work program is subject to change.

**FINAL PROPOSED 2021 Planning and Development Committee Work Program**

<b>Month</b>	<b>Annual Planning Calendar</b>
<b>December 2020</b>	Approval of Work Program
<b>January 2021</b>	No Committee Meetings in January
<b>February 2021</b>	Review Committee Work Program Transit Development Plan (TDP) 2022-2027: Overview
<b>March 2021</b>	TDP 2022-2027: Develop mid-range planning guidance. Present and discuss draft submittal for the SRTC 2021/2022 Unified Planning Work Program (UPWP)
<b>April 2021</b>	TDP 2022-2027 Finalize mid-range planning guidance Review preliminary revenue and expenditure forecast assumptions Identify major activities
<b>May 2021</b>	TDP 2022-2027 Proposed 2022-2024 Service Improvements Preliminary Capital Improvement Program (2022-2027) FTA Section 5310: Call for projects
<b>June 2021</b>	TDP 2022-2027: Complete draft plan Public hearing conducted on draft TDP
<b>July 2021</b>	TDP 2022-2027: Finalize and approve Annual Strategic Plan/Budget guidance workshop (full Board) FTA Section 5310: recommend funding awards
<b>August 2021</b>	No Board/Committee Meetings in August
<b>September 2021</b>	Review draft 2022 Annual Strategic Plan
<b>October 2021</b>	Adoption of 2022 Annual Strategic Plan Draft 2022 operating and capital budgets submitted to Committee and Board
<b>December 2021</b>	Finalize and approve 2022 operating and capital budgets Finalize 2022 Committee work program

**Other planning and development projects:**

City Line: Procurement Activities

Division BRT: DivisionConnects Study, Preliminary Engineering & Environmental Scoping

Connect Spokane: Major Update

I-90/Valley HPT: Corridor Plan Development

**RECOMMENDATION TO COMMITTEE:** Information only.

## SPOKANE TRANSIT AUTHORITY

### PLANNING AND DEVELOPMENT COMMITTEE MEETING

February 3, 2021

**AGENDA ITEM 5B** : TRANSIT DEVELOPMENT PLAN 2022-2027 OVERVIEW

**REFERRAL COMMITTEE:** N/A

**SUBMITTED BY:** Karl Otterstrom, Director of Planning and Development  
Mike Tresidder, Associate Transit Planner

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**SUMMARY:** According to STA Board Resolution 681-11, the Planning and Development Committee is accountable for designing and coordinating the Board's participation in Spokane Transit's strategic and operational planning. The agency's primary mid-range planning document is the Transit Development Plan (TDP). The TDP: 2021-2026 may be viewed on STA's website at [spokanetransit.com/projects-plans/transit-development-plan](http://spokanetransit.com/projects-plans/transit-development-plan). The TDP: 2022-2027 is expected to be adopted in July 2021 and will include the Capital Improvement Program and the Service Improvement Program.

Per RCW 35.58.2795, the Transit Development Plan (TDP) needs to:

- Provide consistency with comprehensive plans of the jurisdictions we serve
- Document how we intend to implement the state and local long-range plans for:
  - Public transportation
  - Capital improvements
  - Significant operating changes
  - Funding for program needs
- Set forth regionally significant projects

This plan will also provide updated information to the Washington State Department of Transportation (WSDOT) on the development of the various transit activities undertaken by STA. Additionally, the plan is used as a vehicle for preparing and consulting with the public on a proposed program of projects for the use of federal formula funds that STA receives to advance public transportation in the region.

The first step in the development of the TDP is for the Board to set forth six-year planning guidance statements. The TDP project schedule proposes that the Planning and Development Committee will develop the Mid-Range Planning Guidance over the next two meetings. Beginning in May, the Committee will review the draft sections of the plan, working toward board approval of the plan in July. Consistent with the schedule shown below.

<b>February</b>	<b>March</b>	<b>April</b>
Overview of the TDP process and requirements	Preparing Mid-range Planning Guidance; first review of major activities	Final Recommendation on Mid-Range Planning Guidance, first look at revenue/expenditure forecast assumptions
<b>May</b>	<b>June</b>	<b>July</b>
Review proposed Service Improvement Program, Capital Improvement Program, financial forecasts	Draft TDP presented; Public hearing scheduled	P&D Committee recommendation on Final Plan

**RECOMMENDATION TO COMMITTEE:** Information only.

## SPOKANE TRANSIT AUTHORITY

### PLANNING AND DEVELOPMENT COMMITTEE MEETING

February 3, 2021

**AGENDA ITEM 5C** : DIVISIONCONNECTS: DRAFT ALTERNATIVES FOR PUBLIC INPUT

**REFERRAL COMMITTEE:** N/A

**SUBMITTED BY:** Karl Otterstrom, Director of Planning and Development  
Mike Tresidder, Associate Transit Planner

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**SUMMARY:** Staff is providing an update on Steering Committee actions, public engagement activities, , and next steps for DivisionConnects, a coordinated planning effort led by Spokane Regional Transportation Council (SRTC) and Spokane Transit Authority (STA) to reimagine the important regional transportation corridor.

**BACKGROUND:** DivisionConnects study purpose is to analyze the future of Division Street and transformative elements that could occur as a result of planned system investments, namely implementation of bus rapid transit and the effect of a fully completed North Spokane Corridor. In addition to SRTC and STA, other project partners include WSDOT, City of Spokane, and Spokane County. A consultant team led by Parametrix, Inc., is assisting with the work effort. The study will look at possible land use and transportation scenarios for Division Street, evaluate their performance, and ultimately make recommendations for improvements.

#### Steering Committee & Draft Alternatives

The DivisionConnects Steering Committee members are:

- Spokane City Councilmember Candace Mumm
- Spokane City Councilmember Kate Burke
- Spokane County Commissioner Al French
- Spokane Valley City Councilmember Tim Hattenburg
- WSDOT Eastern Region Administrator Mike Gribner
- STA CEO E. Susan Meyer

At the November 2020 Steering Committee meeting, the consultant team was tasked with conducting additional analysis on four scenarios identified by the Steering Committee members. This analysis included completing the traffic modeling for each of the selected scenarios, as well as a more robust screening evaluation of the scenarios and a deeper analysis of the active transportation possibilities within the corridor. The results of this analysis was presented to the Steering Committee for review and confirmation at the January meeting. From that meeting four alternatives emerged to be presented to the community for feedback and comment. The alternatives are:

- Center-running Bus Rapid Transit (BRT): a center-running BRT line in dedicated lanes in the Division mainline, with left-running Business Access and Transit (BAT) lanes in the Division/Ruby couplet. On-corridor protected bicycle lanes opposite the BAT lanes within the couplet.
- Side-running A: curbside running BAT lanes in both the Division mainline and the Division/Ruby couplet. On-corridor protected bicycle lanes opposite the BAT lanes within the couplet.

- Side-running B: curbside running BAT lanes in the Division mainline. Conversion of both Division and Ruby to two-way vehicle traffic. Ruby becomes the transit and active transportation corridor, with BAT lanes and one vehicle lane, plus protected bicycle lanes.
- Side-running C: curbside running BAT lanes in both the Division mainline and the Division/Ruby couplet. To align with the number of lanes in the mainline, the Division/Ruby corridor have two vehicle lanes. On-corridor two-way cycle track located on Ruby Street.

### Public Engagement

Public engagement activities began the week of January 18, 2021. Activities include:

- Postcard mailing to all property owners, addresses and taxpayers within 1/8 mile of the corridor
- Online story map – January 20 – February 22, can be accessed at [www.divisionconnects.org](http://www.divisionconnects.org)
- Virtual public open house – evening of Thursday, February 11
- Direct contact to targeted property owners and businesses along the corridor, particularly near stations and with larger land holdings

### Next Steps

The Steering Committee is scheduled to meet February 24<sup>th</sup> and hear about the public feedback to inform a recommendation for a locally preferred alternative. The recommendation is expected to be considered by the Planning and Development Committee in March followed by a public hearing and action of the full board.

Staff will present a brief overview and update of the project during the Committee meeting.

**RECOMMENDATION TO COMMITTEE:** Information only.

**SPOKANE TRANSIT AUTHORITY**  
**PLANNING AND DEVELOPMENT COMMITTEE MEETING**

February 3, 2021

**AGENDA ITEM 5D** : DOWNTOWN SPOKANE PLAN DEVELOPMENT UPDATE

**REFERRAL COMMITTEE:** N/A

**SUBMITTED BY:** Karl Otterstrom, Director of Planning and Development  
Mike Tresidder, Associate Transit Planner

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**SUMMARY:** Beginning in late 2019, the City of Spokane partnered with Downtown Spokane Partnership to update the downtown plan, last adopted in 2008. Spokane Transit is participating in the technical committee for the update, and listening in on the Steering Committee meetings, while providing feedback through review of draft documents and attendance at public open houses.

A public draft of the Downtown Plan Update was posted to the City's project page in early December. That document may be found here:

<https://static.spokanecity.org/documents/projects/downtown-plan-update-2020/2020-12-05-spokane-downtown-plan.pdf>

A third public meeting is tentatively scheduled for February, with additional meetings planned for the Plan Commission and City Council. The plan is tentatively scheduled to be adopted in Spring 2021.

Staff will provide a verbal update on the plan update and its relation to transit during the committee meeting.

**RECOMMENDATION TO COMMITTEE:** Information only.

**SPOKANE TRANSIT AUTHORITY  
PLANNING AND DEVELOPMENT COMMITTEE MEETING**

February 13, 2021

**AGENDA ITEM 6 : CEO REPORT - INFORMATION**

**REFERRAL COMMITTEE:** N/A

**SUBMITTED BY:** N/A

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**SUMMARY:** At this time, the CEO will have an opportunity to comment on various topics of interest regarding Spokane Transit.

**RECOMMENDATION TO COMMITTEE:** Information only.

**SPOKANE TRANSIT AUTHORITY**  
**PLANNING AND DEVELOPMENT COMMITTEE MEETING**

February 3, 2021

**AGENDA ITEM 8**: MARCH 3, 2021 DRAFT COMMITTEE MEETING AGENDA

**REFERRAL COMMITTEE:** N/A

**SUBMITTED BY:** Karl Otterstrom, Director of Planning and Development

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**SUMMARY:** At this time, members of the Planning and Development Committee will have an opportunity to review and discuss the items proposed to be included on the agenda for the meeting of March 3, 2021.

**RECOMMENDATION TO COMMITTEE:** For discussion.



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## SPOKANE TRANSIT AUTHORITY

### PLANNING & DEVELOPMENT COMMITTEE MEETING

Wednesday, March 3, 2021, 10:00 a.m.

#### Via Video Conference

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**Audio Conference:** Call the number below and enter the access code.  
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### DRAFT AGENDA

*Estimated meeting time: 85 minutes*

1. Call to Order and Roll Call
2. Committee Chair Report (5 minutes)
3. Committee Action (15 minutes)
  - A. Minutes of the February 3, 2021 Committee Meeting -- Corrections/Approval
  - B. DivisionConnects: Recommend Locally Preferred Alternatives – (Otterstrom/Tresidder)
4. Committee Action
  - A. Board Consent Agenda (5 minutes)
    1. City Line: Approval of Scope of Work for Wall Street, Station 28 Construction – (Otterstrom/Bielaski)
  - B. Board Discussion Agenda (5 minutes)
    1. City Line: Browne’s Addition Custom Shelter Request – (Otterstrom/Hanson)
5. Reports to Committee (30 minutes)
  - A. 2022-2027 Transit Development Plan: Develop Mid-Range Planning Guidance – (Otterstrom/Tresidder)
  - B. Draft SRTC 2021-2022 Unified Planning Work Program (UPWP) – (Otterstrom/Tresidder)
  - C. I-90 / Valley Corridor Planning Update – (Otterstrom/Bielaski)
6. CEO Report (10 minutes)
7. Committee Information  
(No items being presented this month.)
8. April 7, 2021 Committee Meeting Agenda (5 minutes)
9. New Business (5 minutes)
10. Committee Members’ Expressions (5 minutes)
11. Adjourn

Next Committee Meeting: Wednesday, March 31, 2021 (**April Meeting**), 10:00 a.m. via Webex.

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**SPOKANE TRANSIT AUTHORITY**  
**PLANNING AND DEVELOPMENT COMMITTEE MEETING**

February 3, 2021

**AGENDA ITEM 9: NEW BUSINESS**

**REFERRAL COMMITTEE: N/A**

**SUBMITTED BY: N/A**

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**SUMMARY:** At this time, the Committee will have the opportunity to initiate discussion regarding new business relating to Planning and Development.

**RECOMMENDATION TO COMMITTEE: N/A**

**SPOKANE TRANSIT AUTHORITY**  
**PLANNING AND DEVELOPMENT COMMITTEE MEETING**

February 3, 2021

**AGENDA ITEM 10 : COMMITTEE MEMBER'S EXPRESSIONS**

**REFERRAL COMMITTEE:** N/A

**SUBMITTED BY:** N/A

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**SUMMARY:** At this time, members of the Planning and Development Committee will have an opportunity to express comments or opinions.

**RECOMMENDATION TO COMMITTEE:** N/A