

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

PLANNING & DEVELOPMENT COMMITTEE

MEETING 10:00 A.M.

DRAFT Minutes of the May 3, 2017 Meeting
Southside Conference Room

MEMBERS PRESENT

Aspen Monteleone, City of Airway Heights
Ed Pace, City of Spokane Valley**
E. Susan Meyer, CEO, Ex-Officio
Kevin Freeman, Small Cities Representative
(Millwood), Ex-Officio

MEMBERS ABSENT

Al French, Spokane County*
Candace Mumm, City of Spokane

*Chair

**Acting Chair

STAFF PRESENT

Beth Bousley, Director of Communications and Customer Service
Steve Blaska, Director of Operations
Karl Otterstrom, Director of Planning & Development
Lynda Warren, Director of Finance & Information Services
Nancy Williams, Director of Human Resources
Jan Watson, Executive Assistant to the CEO & Clerk of the Authority
Kathleen Weinand, Transit Planner II
Robert West, Contract Compliance Specialist

Guests

No guests attended

1. CALL TO ORDER AND ROLL CALL

Acting-Chair Ed Pace called the meeting to order at 10:02 a.m. Roll was called and introductions were made.

2. PUBLIC EXPRESSIONS

None.

3. COMMITTEE CHAIR REPORT

None.

4. COMMITTEE ACTION

A. MINUTES OF THE APRIL 5, 2017 COMMITTEE MEETING

Ms. Monteleone moved to recommend approval of the April 5, 2017 Planning & Development Committee meeting minutes. The motion was seconded by Mr. Pace and passed by a 2-0 vote.

5. COMMITTEE ACTION

A. BOARD CONSENT AGENDA

No items were presented this month.

B. BOARD ACTION AGENDA

No items were presented this month.

C. BOARD DISCUSSION AGENDA

No items were presented this month.

6. REPORTS TO COMMITTEE

A. Preliminary Draft Transit Development Plan: Service Implementation Plan & Capital Improvement Program

Mr. Otterstrom presented the preliminary draft of the Transit Development Plan (TDP). This planning product is one step in the process to complete the annual six-year TDP of capital products required by WSDOT. Mr. Otterstrom reviewed the framework of plans STA prepares to meet state law and STA policy. The TDP includes a copy of the Annual Strategic Plan as adopted by the Board in the last year. As each year occurs, the TDP is adjusted to reflect the next six years of implementation.

The Committee's involvement in the drafting process for the 2017 TDP began in March 2017. The Board is expected to approve the 2017 TDP final in July. State law requires this process be completed by September, and STA specifically completes the project before August in order to coordinate with SRTC.

Mr. Otterstrom reviewed the outline of the draft TDP, providing additional information on the Service Implementation Plan and Capital Improvement Program sections of the plan.

The Service Implementation Plan is a section of the draft RDP that addresses service changes and improvements for the period of 2018 through 2020. Mr. Otterstrom highlighted the planned improvements that are scheduled as part of the implementation of *STA Moving Forward*.

Draft 2018 Service Changes include:

- Extended medical shuttle from the hospitals on the south side of Downtown Spokane to the new U-District Pedestrian Bridge which will serve as a layover place and destination. The pedestrian bridge should be completed by late summer of next year.
- Night and weekend service to Indian Trail as part of the improvements to that area funded by STA Moving Forward.
- Downtown "Load & Go" at the Plaza. Division and Sprague routes – Route #25 and Route #90 – will change to a "Load & Go" scenario at the Plaza in order to move through there more quickly. This change is part of STA's commitment to Downtown to reduce the STA "footprint" around neighboring buildings and is contingent upon obtaining a layover spot on the west or southwest side of Downtown.
- The Eastern Washington University (EWU) Pence Union Building (PUB) is under major renovation. As a result of that project, STA has experienced prolonged detour routing in Cheney. STA expects to have a new EWU layover at the end of this summer and then, into next year, would provide new service originating at this location including express return trips from Cheney to park & rides. The other part of the EWU PUB project is the readdressing of the West Plains Transit Center. This project is currently out to bid and is scheduled to be completed next summer. The West Plains Transit Center project is sequenced in two phases. The first phase will focus on a park & ride function as quick access on / off the highway will not yet have been established. Once WSDOT finishes their improvements to the interchange in 2020, STA will implement express route trips, which will service Medical Lake as well.
- Minor changes to Routes #27 Hillyard and 173 VTC Express.

Draft 2019 Service Changes include:

- A New Moran Prairie Park & Ride – STA is implementing the North Monroe to South Regal High Performance Transit (HPT) Lite corridor which includes investing in more station stops and increasing frequency in this area. STA will shorten the Perry Regal Route to end at the South Hill Park & Ride and will add a South Hill Express Route.
- A new 17th Avenue Route will be added as part of restructuring the "City Loop". There is an area on Freya that has 15 minute frequencies and STA will reduce this bus route frequency on the South Hill).

- A New Transit Center at Spokane Community College is slated for 2019.
- A New Transit Center at Spokane Falls Community College is slated for 2019 and funding has been approved for this project.

The 2018-2023 Draft Capital Improvement Program (CIP) totals \$227,997,953 and consists of five program categories:

PROGRAM CATEGORY	EXPENSES
High Performance Transit Implementation <i>(includes the full implementation of the Central City Line)</i>	\$ 93,171,089
Vehicles <i>(both replacement and expansion)</i>	\$ 67,886,740
Facilities – Maintenance & Administration	\$ 26,938,794
Facilities – Passenger & Operational	\$ 29,012,457
Technology	\$ 10,988,873

Ms. Monteleone asked the status of installing spit shields to surround the driver seats in coaches. Mr. Blaska stated that this topic is part of the comprehensive incident review that is in process right now. The effectiveness of shields will be evaluated during this review.

The Draft CIP will be revised and a public hearing will take place at the June Board meeting. Mr. Otterstrom noted that the revised draft will address recently approved funding for the Spokane Falls Community College station.

Mr. Blaska reminded the committee that in approving this CIP that goes in the TDP, it is the capital basis for 2018 so when it is approved, it becomes the 2018 capital budget.

B. *Connect Spokane* Update Stakeholder Meeting Report

Mr. Otterstrom reported on the *Connect Spokane* Update Stakeholder Meeting that was held on May 1. STA is in the outreach stage of the update process. Public engagement in the current phase of the update process includes stakeholder interviews which took place in March, two workshops in May (including the initial workshop), and an online survey. The schedule is to complete the plan update by the end of 2017.

7. COMMITTEE INFORMATION

A. No discussion / staff available for questions.

7. CEO REPORT

Ms. Meyer reported the following updates:

- **Small Starts Grant:** STA submitted our Small Starts Grant to the Federal Transit Administration (FTA) last Thursday for rating. FTA will review it and request additional information if needed.

- **May Service Changes:** STA will extend Saturday night service system wide, add more trips and buses to Airway Heights during busy times, and provide more frequent service on Wellesley and Route 95. Service changes begin May 21, followed by an inaugural tour on May 22, starting at the Valley Transit Center (VTC).
- **Plaza Upgrade:** The Plaza renovation project has been completed on time and under budget.
- **State Legislative Update:** STA projects fared well in the regular legislative session that concluded in late April. While the Governor has not yet signed the transportation budget, STA has not heard of anything that would suggest that he won't. Under the heading of new regional mobility grants, the Monroe/Regal High Performance Transit Corridor, including new Park & Ride lot in South Spokane, will receive \$3.9 million. In addition, STA will receive \$2.128 million for an off-street transit station for Spokane Falls Community College. STA did not receive any funding for the Upriver Transit Center at SCC. There are existing, four-year grants that continue to receive funds: Just over \$2 million for the Central City Line, and approximately \$8 million for the West Plains Transit Center. This Biennium 2017-2019 will include \$6 million of the Connecting Washington \$15 million for the Central City Line. The Distracted Driving bill did exempt the use by a transit employee for the time sensitive relay of information with dispatch and was approved by the Legislature.
- **Comprehensive Review:** May 15 – 16 is scheduled for the on-site portion of FTA's Comprehensive Review. Every three years the Federal Transit Administration audits every element of the STA organization. They will meet with department heads for several days. An exit report is provided at the end of the review.
- **Bloomsday:** The annual Bloomsday run is this Sunday, May 7. STA is providing 70 extra coach operators and buses to operate in addition to regular Sunday service. The customer service team and other staff volunteers will sell passes to participants at the tradeshow this Friday and Saturday. STA will provide event, park & ride lots at the Valley Mall, Northtown Mall, Ferris High School and the Cheney Red Barn. Paratransit runs two pre-trip reviews of the Bloomsday course on Saturday – one for elite runners, and one for those with disabilities. Mr. Blaska added that about 20% of people who attend Bloomsday use public transportation. STA probably moves about 4,500 people in 1.5 hours leading up to the run.
- **Federal Transportation Budget:** There is funding through the rest of the current federal year (through September, 2017) for the Capital Investment Program. Three projects were actually written into the Appropriations Bill. It was noted that STA remains on the project development list with the expectation of being ready for funding in the 2019 federal budget. Therefore, Capital Investment Grants and the Tiger Program were preserved for another year.

8. NEW BUSINESS

None.

9. COMMITTEE MEMBERS' EXPRESSIONS

None.

10. REVIEW OF MAY 31, 2017 COMMITTEE MEETING DRAFT AGENDA

As presented in packet.

11. NEXT MEETING – WEDNESDAY, MAY 31, 2017, 10:00 A.M., STA, SOUTHSIDE CONFERENCE ROOM, 1230 W. BOONE AVENUE

12. ADJOURN

Acting-Chair Pace adjourned the meeting at 11:14 a.m.

Respectfully submitted,


Victoria L. Clancy, Executive Assistant