

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

PLANNING & DEVELOPMENT COMMITTEE

MEETING 10:00 A.M.

Minutes of the September 7, 2016, Meeting
Southside Conference Room

MEMBERS PRESENT

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

MEMBERS ABSENT

Shelly O'Quinn, Spokane County
Kevin Freeman, Small Cities Representative
(Millwood), Ex-Officio

STAFF PRESENT

Steve Blaska, Director of Operations
Beth Bousley, Director of Communications
& Customer Service
Steve Doolittle, Director of Human Resources
Karl Otterstrom, Director of Planning
Lynda Warren, Director of Finance & Information Services
Susan Millbank, Ombudsman & Accessibility Officer
Brandon Rapez-Betty, Sr. Communications Specialist

Guests

Mike Kunder, Local 3939

*Chair

1. CALL TO ORDER AND ROLL CALL

Chair Waldref called the meeting to order at 10:03 a.m. and introductions were made.

2. PUBLIC EXPRESSIONS

None.

3. COMMITTEE CHAIR REPORT

Chair Waldref gave a brief recap of the items covered in the September 6, 2016, Special Board Operations Committee meeting and potential items to go forward for Board review and action in September. Chair Waldref said that several follow-up workshop dates are anticipated to be scheduled for Board development with Eva Marquette, FreshVue, in the fall. The Board will also discuss Plaza improvements and tenant leases in September.

4. COMMITTEE ACTION

A. MINUTES OF THE JUNE 1, 2016, COMMITTEE MEETING

Ms. Mumm moved to recommend approval of the June 1, 2016, Planning & Development Committee meeting minutes. The motion was seconded by Mr. Pace. Motion passed unanimously.

5. BOARD ACTION – COMMITTEE RECOMMENDATIONS AGENDA

A. BOARD CONSENT AGENDA

No items being presented this month.

B. BOARD ACTION AGENDA

1. REGIONAL MOBILITY GRANT APPLICATIONS APPROVAL

Mr. Otterstrom presented a summary of the Regional Mobility Grant applications proposed for submittal to the Washington State Department of Transportation (WSDOT) at the end of September. The purpose of the Regional Mobility Grant Program is to support projects across the state that increase connection and coordination of transit and improve efficiencies on transportation corridors through public transportation.

A minimum of 20% local or non-state match is required for each of the projects submitted. By the end of 2016, WSDOT will submit recommendations to the State Legislature for consideration with the ultimate funding allocation decided by the Legislature for the 2017-2019 biennium. Mr. Otterstrom stated that there is approximately \$75M available in the overall program for the biennium. Sound Transit is no longer a competitor in the grant program. Discussion ensued.

Mr. Otterstrom reviewed the projects and proposed grant requests. Submittal approval is being requested for all three applications, though technically, two of the projects are already included in the Board approved capital improvement program. The Spokane Falls Community College project is not included in the capital improvement program at this time and requires Board approval. Below, is a table showing how the projects will be funded. Project costs are estimates and may be revised as details are more fully defined.

Project	Estimated Cost (2016\$)	2017-2019 State RMG Request	Federal/Local Share	Federal/Local Funding Source
Upriver Transit Center <i>(Included in STA Moving Forward)</i>	\$5 million	\$2.33 million	\$2.67 million	Applied for FTA Section 5339 grant in May, \$150,000 City of Spokane
Monroe/Regal HPT Improvements and Park and Ride Construction <i>(included in STA Moving Forward)</i>	\$3.87 million	\$2.32 million	\$1.55 million	This project is contingent on the approval of STA Moving Forward
Spokane Falls Community College Transit Station and Fort George Wright Drive Improvements	\$4.16 million	\$3.33 million	\$830,000	Estimate from Studio Cascade Inc. and Coffman Engineers

Mr. Otterstrom gave highlights of each project. Ms. Mumm expressed her appreciation for the cooperation that has occurred on the Spokane Falls Community College Transit Station proposal.

Mr. Otterstrom mentioned that not only is the Upriver Transit Center project important for connectivity at Spokane Community College (SCC), it is also the eastern terminal of the Central City Line and takes into consideration the location of the North Spokane Corridor. Mr. Pace asked if the transit center would include added parking for the public. Mr. Otterstrom replied that SCC's own project would include additional parking for students and staff, but Spokane Transit's does not include a park and ride component due to current limited SCC parking capacity. Mr. Otterstrom explained that not all transit centers are park and rides (the Plaza, for instance). SCC could consider allowing public parking during the evening or weekends for special events but would not likely consider daily commuter parking to the general public at its current capacity. Ms. Mumm suggested that perhaps in the future the transit center could become a park and ride. Ms. Mumm said more students may utilize public transit due to the improved frequency and connectivity at this site. This would leave more vacant stalls for a possible park and ride. Discussion ensued regarding project opportunities. Ms. Mumm stated that she appreciated that the Regional Mobility Grant applications hit on three key areas of the PTBA – great projects north, south and in the Valley.

Ms. Mumm moved to recommend the Board authorize staff to submit three Regional Mobility grant applications: Upriver Transit Center, Monroe/Regal High Performance Transit (HPT) Corridor Improvements / Park and Ride Construction, and Spokane Falls Community College Transit

Station and Fort George Wright Drive Improvements. The motion was seconded by Mr. Pace. Motion passed unanimously.

Ms. Waldref commented again on the collaborative process and momentum for the Spokane Falls Community College/Fort George Wright project. Mr. Otterstrom stated that Kathleen Weinand, STA Transit Planner, has been the project manager for this project and has done an exceptional job in keeping things moving forward. Ms. Mumm agreed and said she appreciated the on-site design/charrette and the neighborhood engagement. Mr. Otterstrom credited Studio Cascade for the charrette process which worked very well. Discussion ensued regarding considerations for the future development of the affordable housing on the Catholic Charities property.

C. BOARD DISCUSSION AGENDA

No items being presented this month.

6. REPORTS TO COMMITTEE

A. PRELIMINARY MAY 2017 SERVICE CHANGES

Mr. Otterstrom explained that the item is for information only – no action is being requested at this time. It is also being presented to the Performance Monitoring and External Relations Committee due to the current public education/outreach focus. The preliminary proposal is conditional on the final election outcomes of STA Proposition 1. If Proposition 1 passes, the multi-year implementation of the projects will begin immediately starting with some of the basic service improvements that can be expected, timed with service changes in May and September 2017. Given this timeline, staff will present a preliminary proposal to Board Committees, seek public input on the proposal, and present a draft recommendation to the Board in November 2016 of the proposed service changes for May 2017 (Phase I), and begin review and outreach of the September 2017 service revisions (Phase II) in November 2016.

Although the concepts listed in this Preliminary Proposal have been outlined in the STA Moving Forward plan, the May 2017 service change proposal will be presented through a public process to receive input before a draft recommendation can be developed and brought forward. The changes are considered moderate (1.0% up to 5.0% growth or reduction in revenue hours of service in any calendar year) according to Policy 1.1 of the Communications and Public Input Element of STA’s Comprehensive Plan. Required Board action is to be preceded by public outreach and a public hearing. The Preliminary Proposal represents a beginning point for public dialogue and input which will be critical for a Final Recommendation that will be published in November.

Mr. Otterstrom reviewed the timeline for receiving public input, refining, approving, and implementing the proposal as illustrated below.

DATE	ACTIVITY
September 7, 2016	Present Phase I Preliminary Proposal to Board Committees
September 15, 2016	Valley Service Change Open House (Providence Valley Medical Center, 4-6 pm)
November 2, 2016	Present Phase I Draft Recommendation to Performance Monitoring & External Relations Committee
November 17, 2016	*Public hearing on Phase I Draft Recommendation by Board of Directors
November 30, 2016	Present Final Recommendation to Performance Monitoring and External Relations Committee
December 15, 2016	Board of Directors action
May 21, 2017	Service revisions go into effect based on Board approval

* In the event that final, or near-final results of the election indicate that voters have not approved Proposition 1, the public hearing will be cancelled.

The Preliminary Proposal incorporates the first phase of improvements that could be made in 2017, generally contingent on the approval of Proposition 1 by voters. The improvements are categorized as follows:

- **Later Saturday night service throughout the system**
 - Later Saturday night service throughout the system on routes currently operating on Saturday.
 - Increased frequency of Saturday service on Route 33 Wellesley.
 - Additional Saturday service to Airway Heights.

Ms. Mumm said that she this would answer a frequently heard request.

- **Modify/Add service per *STA Moving Forward***
 - The implementation sequence for *STA Moving Forward* calls for adding new service between Spokane Valley Mall and Greenacres in May 2017.
 - There are multiple options for accomplishing this objective within the operating budget resources assumed in the *STA Moving Forward* plan for this service.
 - Three versions or options have been prepared for the preliminary proposal.
 - Valley Proposal - Version A
 - New East Broadway Route to also serve East Indiana
 - Minimal change to existing route patterns
 - Valley Proposal – Version B
 - Extend service eastward to Liberty Lake from Spokane Valley Mall.
 - New service in southwest Liberty Lake, Hawkstone
 - Valley Proposal – Version C
 - Modify existing service on Sullivan to service Broadway and Indiana.
 - Add service to the north end of Mirabeau Parkway.

Mr. Pace asked for confirmation that Version B provides service to CHAS, Providence, high density apartment complexes and Valley Mall but gives up the Broadway piece. Mr. Otterstrom confirmed and noted that due to finite resources, several options are being offered and input is being requested. Discussion ensued regarding density, demographics and metrics for determining routes and suggestions for engaging the public and land owners in the specific areas. For the Valley Proposal options, Mr. Pace said he preferred a combination of Version A and C. Mr. Pace suggested comparing demographics for Broadway between University and Sullivan with the Liberty Lake stretch. Mr. Otterstrom agreed this would be a good idea for a future report.

Mr. Otterstrom went on to explain the third segment of the preliminary proposal:

- **Modify existing routes to improve service effectiveness**
 - The route pattern for Route 173 VTC Express was created prior to the Sprague/Appleyway improvements that were completed in 1999.
 - Routing revisions could reduce travel time.
 - A “reverse peak” route pattern could support commutes to employment areas within Spokane Valley.

Further discussion ensued regarding options, frequency, connectivity and the Paratransit boundary. Mr. Pace mentioned that zoning is changing on the Argonne corridor to more flexible use and suggested that STA obtain a draft update of the City of Spokane Valley’s Comprehensive Plan. Mr. Pace also mentioned an open house being held regarding the comprehensive plan on September 8, 2016 at Center Place in the Valley. Mr.

Otterstrom briefly touched on the long-term vision for bus service in the Argonne corridor (currently unfunded) which would include a “flyer stop.” Mr. Otterstrom said that STA staff will follow up with City of Spokane Valley staff on the draft comprehensive plan.

Ms. Meyer asked for feedback on the presentation of options. Chair Waldref and Mr. Pace said they liked it. Mr. Otterstrom said that staff will receive feedback from the community and then package and deliver a draft recommendation to the Committee and Board, including demographic details requested by Committee members.

Mr. Otterstrom reminded the Committee of the upcoming September 15, 2016, Valley Service Change Open House (Providence Valley Medical Center, 4-6 pm). Outreach at the Valley Transit Center will occur on September 27, 2016. There is also an online survey for those that cannot attend the open houses. Further details and illustrations on the specific changes to the routes can be found on the STA website at the following location: https://www.spokanetransit.com/files/projects-plans/Draft_May_2017_Prelim_Proposal_Report.pdf

Mr. Otterstrom reiterated that in the event that final, or near-final results of the election indicate that voters have not approved Proposition 1, this proposal will be rescinded. Any changes that may take place to service in May 2017 will be more minor in nature, consistent with other recent service adjustments.

Mr. Pace recommended *The Splash* and *Current and Exchange* as good options to notify the Valley and Liberty Lake public of the proposal and opportunities for input. Chair Waldref suggested that reaching out to the Central Valley School District would also be important.

7. COMMITTEE INFORMATION

No items presented this month.

8. CEO REPORT

Ms. Meyer commended the STA Communications team for their groundwork with the colleges and universities to increase ridership. The team has been on site for orientations, developed posters, web micro-sites regarding the U-TAP program, and cultivated a blog at Gonzaga to name a few things. Ms. Meyer also recognized Brandon Rapez-Betty for his efforts in making multitudes of public education presentations in the community. Ms. Bousley said that in making appointments for presentations in the community regarding STA Moving Forward, the feedback has been very positive. Ms. Bousley recommended reviewing the www.stamovingforward.com site to keep up with outreach opportunities and project facts. Ms. Meyer mentioned that staff is also meeting with local media regarding STA Moving Forward.

Ms. Meyer reported that the Plaza construction is going very well.

9. NEW BUSINESS

None.

10. COMMITTEE MEMBERS' EXPRESSIONS

Chair Waldref stated that she, Ms. Meyer, Mr. Trulove, and Mr. French will be attending the Annual American Public Transportation Association conference next week. Ms. Mumm asked if Ms. Waldref could obtain one of the conference's presentations on “future trends” to bring back and share with the Committee.

Mr. Pace said that he would be interested in joining Pam Haley (Spokane Valley City Council) for Board orientation when scheduled with her. Ms. Waldref said that in relation to Board development, it was brought up that more emphasis could be placed on basic transit principles and how they are built into the comprehensive plan. Also highlight how very different STA's budgeting is from other jurisdictions. Mr. Pace asked Mr. Otterstrom to send a copy of the Committee PowerPoint presentation to Mr. Basinger at the City of Spokane Valley.

11. REVIEW OF OCTOBER 5, 2016, COMMITTEE MEETING DRAFT AGENDA

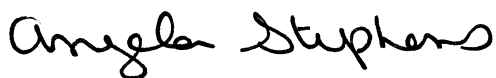
As presented in packet.

12. NEXT MEETING –WEDNESDAY, OCTOBER 5, 2016, 10:00 A.M. STA SOUTHSIDE CONFERENCE ROOM, 1230 W BOONE AVENUE

13. ADJOURN

Chair Waldref adjourned the meeting at 11:20 p.m.

Respectfully submitted,



Angela Stephens, Executive Assistant