

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

PLANNING & DEVELOPMENT COMMITTEE MEETING

Wednesday, May 1, 2019, 10:00 a.m.
Spokane Transit Southside Conference Room

AGENDA

Estimated meeting time: 90 minutes

1. Call to Order and Roll Call
2. Public Expressions
3. Committee Chair Report *(10 minutes)*
4. Committee Action *(5 minutes)*
 - A. Minutes of the April 3, 2019 Committee Meeting -- *Corrections/Approval*
5. Committee Action *(10 minutes)*
 - A. Board Consent Agenda
 1. Connect Spokane: Minor Update / Action -- *(Otterstrom/Tresidder)*
6. Reports to Committee *(45 minutes)*
 - A. 2019 Transit Development Plan: Proposed 2020-2022 Service Improvements -- *(Otterstrom/Weinand/Kenney)*
 - B. 2019 Transit Development Plan: Preliminary 2020-2025 Capital Improvement Program -- *(Warren/Otterstrom)*
 - C. 2019 Transit Development Plan: Revenue & Expenditure Forecast Assumptions Update -- *(Warren/Otterstrom)*
 - D. Central City Line: Readiness Update -- *(Otterstrom)*
 - E. Shared Mobility Concepts -- *(Otterstrom/Tresidder)*
 - F. East Sprague Transit Signal Priority -- *(Otterstrom/Brodwater)*
7. CEO Report *(E. Susan Meyer) (10 minutes)*
8. Committee Information
(No information included this month)
9. Review June 5, 2019 Committee Meeting Agenda
10. New Business
11. Committee Members' Expressions *(10 minutes)*
12. Adjourn
13. Next Committee Meeting: Wednesday, June 5, 2019 at 10:00 a.m.
(STA Southside Conference Room, 1230 West Boone Avenue, Spokane, WA)

Agendas of regular Committee and Board meetings are posted the Friday afternoon preceding each meeting at the STA's website: 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. Spokane Transit assures nondiscrimination in accordance with Title VI of the Civil Rights Act of 1964 and the Americans with Disabilities Act. For more information, see www.spokanetransit.com. Upon request, alternative formats of this information will be produced for people who are disabled. The meeting facility is accessible for people using wheelchairs. For other accommodations, please call 325-6094 (TTY Relay 711) at least forty-eight (48) hours in advance.

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

May 1, 2019

AGENDA ITEM 2: PUBLIC EXPRESSIONS

REFERRAL COMMITTEE: N/A

SUBMITTED BY: N/A

SUMMARY:

At this time, the Planning & Development Committee will give the public an opportunity to express comments or opinions.

Anyone wishing to speak should sign in on the sheet provided and indicate the subject of interest.

RECOMMENDATION TO COMMITTEE: N/A

FINAL REVIEW FOR BOARD BY:

Division Head _____

Chief Executive Officer _____

Legal Counsel _____

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

May 1, 2019

AGENDA ITEM 3: COMMITTEE CHAIR REPORT

REFERRAL COMMITTEE: N/A

SUBMITTED BY: Chris Grover, Chair, Planning & Development Committee

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

FINAL REVIEW FOR BOARD BY:

Division Head _____

Chief Executive Officer _____

Legal Counsel _____

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

May 1, 2019

**AGENDA ITEM 4A: MINUTES OF THE APRIL 3, 2019 COMMITTEE MEETING –
CORRECTIONS AND/OR APPROVAL**

REFERRAL COMMITTEE: N/A

SUBMITTED BY: Vicki Clancy, Executive Assistant

SUMMARY:

Draft Minutes of the April 3, 2019 Planning & Development Committee meeting are attached for your information, corrections and/or approval.

RECOMMENDATION TO COMMITTEE: Corrections and/or approval.

FINAL REVIEW FOR BOARD BY:

Division Head _____ Chief Executive Officer _____ Legal Counsel _____

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

**PLANNING & DEVELOPMENT
COMMITTEE MEETING**

DRAFT Minutes of the April 3, 2019 Meeting,
10:00 a.m. Spokane Transit Southside
Conference Room

MEMBERS PRESENT

Chris Grover, Small Cities Representative *
(Cheney)
Al French, Spokane County
Pam Haley, City of Spokane Valley
Kevin Freeman, Small Cities Representative
(Millwood) Ex-Officio
E. Susan Meyer, Chief Executive Officer
Ex-Officio

MEMBERS ABSENT

David Condon, City of Spokane

*Chair

STAFF PRESENT

Karl Otterstrom, Director of Planning & Development
Roger Watkins, Chief Operations Officer
Lynda Warren, Director of Finance & Information Services
Brandon Rapez-Betty, Director of Communications & Customer Service
Nancy Williams, Director of Human Resources
Dan Wells, Deputy Director of Capital Development
Sam Guzman, Executive Assistant, Operations
Ralph Wilder, Vehicle Maintenance & Facilities
Manager Maintenance
Mike Tresidder, Associate Transit Planner

STAFF ABSENT

Emily Arneson, Ombudsman & Accessibility Officer

GUESTS

Mike Kunder, AFSCME 3939, President
Katherine Miller, P.E., City of Spokane, Director – Integrated Capital
Management
Scott Simmons, Public Works Director, City of Spokane
Nick Deshais, Spokesman-Review

PROVIDING LEGAL COUNSEL

Laura McAloon, McAloon Law PLLC

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

Chair Grover called the meeting to order at 10:03 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 MARCH 6, 2019 COMMITTEE MEETING

Mr. Al French moved to recommend approval of the March 6, 2019 Planning & Development Committee meeting minutes. The motion was seconded by Mr. Kevin Freeman and passed unanimously.

B. I-90 / VALLEY HIGH PERFORMANCE TRANSIT (HPT) – APPROVAL OF SCOPE OF WORK FOR DESIGN AND ENGINEERING SERVICES

Mr. Karl Otterstrom presented in order to obtain committee approval of the scope of work to conduct design, planning, engineering, surveying, outreach, and right of way services for the I-90 / Valley HPT corridor improvements. Approval of the scope of the work is required prior to a release of a request for qualifications (RFQ).

The vision for the I-90 / Valley HPT corridor as adopted in Connect Spokane, STA's comprehensive plan for public transportation, is two-way, all-day express transit service traveling from Spokane International Airport, downtown Spokane and the University District, and extending east to Spokane Valley and Liberty Lake, with the possibility of a future extension to Coeur d'Alene along Interstate 90.

Mr. Otterstrom reviewed the project background, HPT planned investment and additional locations for transit facilities to be studied beyond the Mirabeau Transit Center and Liberty Lake Park and Ride, the anticipated timeline for the RFQ, and the Scope of Work for Design and Engineering Services document. The purpose of the RFQ is to select a full-service design and engineering consulting firm and team to assist STA in planning, design, and right-of-way acquisitions as well as further develop the HPT Network and implement aspects of STA Moving Forward.

10:07 a.m. Ms. Candace Mumm arrived.

Total budget for the I-90/Valley HPT Preliminary Engineering is \$812,500, which includes \$650,000 in federal Congestion Mitigation Air Quality (CMAQ) and \$162,500 in local funds. The project budgets for the Mirabeau Transit Center and new Liberty Lake Park and Ride are \$8.488 million and \$5.562 million respectively, including funding for full design and related engineering services.

Mr. Al French moved to approve the scope of work for design and engineering services and authorize staff to release the Request for Qualifications. The motion was seconded by Ms. Pam Haley and passed unanimously.

5. COMMITTEE ACTION

A. BOARD CONSENT AGENDA

1. 2019 TRANSIT DEVELOPMENT PLAN: FINALIZE MID-RANGE GUIDANCE

Mr. Otterstrom presented the mid-range guidance for the 2019 Transit Development Plan. According to STA Board Resolution 681-11, the Planning & 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). This is one step in the process to prepare the annual six-year Transit Development Plan required by WSDOT. Mr. Otterstrom reviewed the TDP background and organization and the project timeline. This timeline was reviewed with the Committee back in February, discussion began in March, and today's workshop will cover revenue and forecast assumptions. In May and June, the Committee will review the substance of the plan with regard to the Capital Improvement Program (CIP) and the Service Implementation Plan (SIP). The draft 2019 Board

Guidance is comprised of the following elements: Foster and Sustain Quality, Maintain a State of Good Repair, Expand Ridership, Proactively Partner in the Community, Advance and Adapt the System Growth Strategy. Last meeting, the Committee reviewed and discussed each section. Adjustments to the narrative under Expand Ridership was refined to clarify that this is a regional endeavor; more reflective the Public Transportation Benefit Area (PTBA) as a whole. Discussion ensued. The Committee decided to change the second sentence to read as follows, “Identify and leverage the factors that drive ridership.”

Mr. Al French moved to approve the recommendation to the Board that they approve the 2019 Mid-Range Guidance statements as amended for inclusion in the 2019 Transit Development Plan. The motion was seconded by Mr. Freeman and passed unanimously.

6. REPORTS TO COMMITTEE

A. 2019 TRANSIT DEVELOPMENT PLAN: MAJOR ACTIVITIES (2020-2025)

Mr. Otterstrom presented the major activities for the 2019 Transit Development Plan (2020-2025). These are items from the STA Moving Forward Plan, the CIP, and the SIP. Ms. Candace Mumm asked for the activities related to staff (i.e., engagement, development, employee support). Ms. Susan Meyer responded that it is not a part of the Transit Development Plan; those categories are addressed within the CEO’s Administration Plan.

Ms. Mumm noted that the road network service connecting Five Mile Prairie is in the midst of change. In addition, Mead school district plans to build a three-year middle school and a second elementary school to serve families on Five Mile Prairie. Mr. Otterstrom appreciates the feedback.

B. SPRAGUE AVENUE BUS STOPS – EVALUATION OF RELOCATION REQUEST

Mr. Otterstrom presented the Sprague Avenue Bus Stops Evaluation of Relocation Request for discussion and possible recommendation to the Board. This agenda item is a continuation from the March 2019 Planning and Development Committee meeting, after having been referred to the Committee by the Board on February 21. As previously discussed, the City of Spokane requested STA move the paired, in-lane stops at Helena and Napa to alternate locations to be determined by the East Sprague Business Association (ESBA), STA, and the City of Spokane. The request letter dated January 24, 2019 is included in the packet.

At the last Committee meeting, members of the Committee desired more information from the City staff prior to completing deliberations and providing a recommendation to the full Board. Mr. Otterstrom reviewed the information provided by the City of Spokane staff: traffic signal operations, vehicle traffic counts, and traffic collisions. City staff have declined to provide the following information they deemed to be unrelated to the bus stop location evaluation:

- Overall public investment made in the Sprague TIP project completed in 2017
- Metrics that are being tracked to measure the performance of the combination of public, private investments in the Sprague Union District/Sprague TIP project area.

Ms. Mumm participated in the beginnings of the Smart Growth America Grant and stated that the statistics look in line with the anticipated reduction. This was the target, the goal; the whole concept behind Smart Growth America is to reduce the overall traffic count but increase the intentional traffic, thereby improving the income to the businesses in the area so it doesn’t become a commuter-through-route. Mr. French asked Mr. Simmons if there is data on which street/road the traffic went to that is no longer on Sprague now. Mr. Simmons responded that they do not have any exhaustive data and that an assessment would be needed for this type of data. Discussion ensued. Mr. Otterstrom reviewed the bus stops alternatives. The Committee preferred alternative #4:

- Maintain existing stops, continue to invest in HPT elements (TVMS, real time info.)
- Reimburse City of Spokane for 2017 improvements
- Continue STA investment at existing locations

Chair Grover asked if the Committee has sufficient information to evaluate the City's request or does it need more time. Mr. Freeman was not convinced that data provided by the City supports the request to relocate the bus stops. Mr. French is challenged by the logic of the argument against in-lane bus stops. Mr. Simmons offered up that there is no better data to provide. Chair Grover shared his opinion that it's driver behavior, not in-lane bus stops. Mr. French shared that new infrastructures always take time to learn the process. Mr. Simmons reiterated that the City's request is for a temporary change, not permanent, with the opportunity to assess. Mr. French is concerned about the cost and challenges associated with an unresolved or temporary approach to the request. Ms. Meyer added that if the buses pull out of the lane, there is no guarantee that the bus will be able to pull completely out of the lane.

Mr. Freeman moved that the Committee select Bus Stop Alternative #4. The motion was seconded by Ms. Haley and passed unanimously. This item will move forward to the Board as an action item.

11:21 a.m. Mr. Simmons and Ms. Katherine Miller left the meeting.

In the interest of time, Ms. Meyer suggested that Mr. Otterstrom only refer to the other reports so that the Zero Emission Technology Fleet Transition Evaluation Update can be reported by Mr. Roger Watkins.

Ms. Meyer reminded the Committee that Mr. Freeman is not a voting member of this Committee for the Board. Ms. Laura McAloon stated that the voting members attending today's meeting are Chair Grover, Mr. French, and Ms. Haley because of the alternate representative from the City of Spokane. Therefore, Ms. Haley moved that the Committee select Bus Stop Alternative #4. The motion was seconded by Mr. French and passed unanimously. This item will move forward to the Board as an action item.

C. CONNECT SPOKANE UPDDATE

Mr. Otterstrom asked for questions based on the cover sheet. No comments or questions.

D. REVIW FTA ANNUAL REPORT ON CAPITAL INVESTMENT GRANT PROJECTS

Mr. Otterstrom asked for questions based on the cover sheet. No comments or questions.

E. STA SECTION 5310 FUNDING CALL FOR PROJECTS TIMELINE

Mr. Otterstrom asked for questions based on the cover sheet. STA is the designated recipient but is required to advertise to other parties, including non-profit organizations and other government entities.

F. ZERO EMISSION TECHNOLOGY FLEET TRANSITION EVALUATION - UPDATE

Mr. Watkins briefly presented the Zero Emission Technology Fleet Transition Evaluation Update. The route modeling for the Monroe-Regal Line and Central City Line have been updated with more accurate charging and battery capacity information. The evaluation indicates in-route charging is required in the case of both lines at one terminal only. The analysis suggests the number of battery electric buses required to operate the Monroe-Regal Line will be equal to diesel bus operations. For the Central City Line, it will require some increased charging time than originally anticipated in order to meet the longest block that STA currently has planned. This modeling does reflect specific battery electric bus performance both from New Flyer and Proterra. Mr. Watkins reviewed the Monroe-Regal Line, Central City Line, charging assumptions, block capabilities and monthly costs. The modeling is being conducted in order to discover exactly how much charge time is required and under what configurations and under what charging assumptions and under what conditions in order operated an electric bus well under all conditions. Nearly half of the cost of the electricity is the demand charge. STA Operations will be meeting with Avista later this month to begin negotiations for how the rate

structure will look when STA begins to bring battery electric buses on line. STA has the capacity to operate the buses on these routes in all conditions with an extra nine minutes and fifteen seconds of in-route charging.

7. CEO REPORT

STA Chief Executive Officer, E. Susan Meyer, presented her CEO Report to the Committee which included the following topics:

Regional Mobility Grant – The request STA submitted for the Regional Mobility Grant for the Cheney High Performance Transit (HPT) project of \$6.3M for buses, infrastructure and amenities is in both the Senate and the House transportation budgets. In addition, STA ability to receive the re-appropriations for more projects to carry over funding from previous approvals of Regional Mobility Grants is in both budgets.

Central City Line Grant -- STA has asked Senator Billig and Representative Riccelli if they would consider advancing the final \$1M of the Central City Line Grant (total of \$15M) from the next biennium to this biennium. In doing this STA would be able to assert to FTA (who wants to know this before STA signs a grant agreement with them) that every penny of the state's grant (our local match) is available to STA right now. This is the \$1M that can be "moved in" if the legislators find it acceptable through an amendment, or worked out in conference, or perhaps this Committee board would need to make a decision to state that they guarantee this million dollars is available to STA on the spot .

Project Management Oversight Consultant (PMOC) Visit – On May 2-3, STA will participate in a scope schedule and cost review with Urban Engineers, the PMOC appointed by the FTA, to determine if STA is ready to move forward with the Central City Line project. They will also assess the risk of STA's preparedness to accept the \$53.4M grant. Ms. Meyer will invite Ms. Sherry (Little) Lloyd from Cardinal Infrastructure to arrive the day before to speak to the two committee meetings about STA's application.

8. COMMITTEE INFORMATION

(No information included this month)

9. REVIEW MAY 1, 2019 COMMITTEE MEETING AGENDA

10. NEW BUSINESS

(No information included this month.)

11. COMMITTEE MEMBERS' EXPRESSIONS

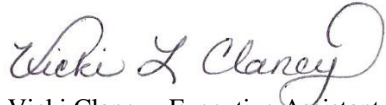
Chair Grover thanked that Committee members for their patience during the longer Committee meeting and their thoughtful contributions to the discussions. The meeting ran a bit longer than planned, but the investment in feedback was well worth it. Ms. Meyer agreed.

12. ADJOURN

Chair Grover thanked Mr. Otterstrom for all of the information presented and adjourned the meeting at 11:36 a.m.

13. NEXT COMMITTEE MEETING: MAY 1, 2019 at 10:00 a.m., (STA SOUTHSIDE CONFERENCE ROOM, 1230 W. BOONE AVENUE, SPOKANE, WA)

Respectfully submitted,

A handwritten signature in cursive script that reads "Vicki L. Clancy". The signature is written in black ink and is positioned above the printed name.

Vicki Clancy, Executive Assistant

SPOKANE TRANSIT AUTHORITY

PLANNING & DEVELOPMENT COMMITTEE MEETING

May 1, 2019

AGENDA ITEM 5A1: CONNECT SPOKANE: MINOR UPDATE / ACTION

REFERRAL COMMITTEE: N/A

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

SUMMARY:

Staff has prepared minor preliminary edits to *Connect Spokane: A Comprehensive Plan for Public Transportation*, in advance of a major update in 2020. Originally adopted by the Board of Directors in 2010 and most recently updated in 2017, Connect Spokane serves as the agency’s goal and policy guide for the next 20 to 30 years.

This update to the plan meets the policy requirement as defined in MI 3.2 Comprehensive Plan Amendments that states “Minor amendments to the Comprehensive Plan may take place at any time so long as the change does not significantly change the scope or direction of the plan.”

The proposed updates are attached and:

- Remove references to “Red Line Standards” and “Modern Electric Trolley” in HPT Route description table in High Performance Transit to reflect current guidance and planning assumptions.
- Simplify language for FR 8.0 concerning route numbering to better reflect best practice and avoid unnecessary restrictions on the use of specific numbers.
- Add a policy in the System Infrastructure element that addresses when bus shelters are removed to complement SI 4.3 Shelters and Awnings.
- Add a policy in the Monitoring and Improvement element to describe frequency of updates of the Transit Asset Management (TAM) Plan in order to satisfy federal requirements.
- Update Performance Measures in Annex 1 to better evaluate and communicate fixed-route performance.

A public hearing on the proposed revisions was held at the April 18, 2019 Board meeting, and no public comment was received.

The full, clean draft version of the May 2019 Update to Connect Spokane may be found at the following link:

<https://www.spokanetransit.com/projects-plans/comprehensive-plan>

RECOMMENDATION TO COMMITTEE: Recommend the Board approve, by resolution, the proposed amendments to *Connect Spokane: A Comprehensive Plan for Public Transportation*.

FINAL REVIEW FOR COMMITTEE BY:

Division Head _____

Chief Executive Officer _____

Legal Counsel _____

HPT Route Descriptions

December 2017

Route	Terminals	Via	Implementation Strategy and Challenges
E1	Cheney / EWU <> Hastings Park & Ride	I-90, Downtown Spokane, SCC, North Spokane Corridor	Near-term- Branded articulated bus or double-decker bus; ensure frequency and span between Downtown Spokane and Cheney meets HPT Blue-LineExpress standards; restructure service to Medical Lake; construct West Plains Transit Center. Mid-term- Introduce express service on the North Spokane Corridor once completed. Long-term- Branded articulated bus or double-decker bus; ensure service to Hastings Park & Ride meets HPT Blue-Express span and frequency standards.
E2	Spokane Int'l Airport <> Coeur d'Alene, ID	Downtown Spokane, Mirabeau, Liberty Lake, Post Falls	Near-term- Articulated bus; consider expansion of select trips to Coeur d'Alene; construct Liberty Lake Park & Ride. Mid-term- Articulated bus or double-decker bus; construct Argonne Park & Ride. Long-term- Articulated bus or double-decker bus; install HPT stations and stop amenities; evaluate service options for extension to Spokane Int'l Airport.

Route	Terminals	Via	Implementation Strategy and Challenges
F1	Downtown Spokane <> Newport Hwy & Hawthorne	Downtown Spokane, Division Street, Newport Hwy.	Near-term- Regular bus; improve daytime capacity issues and night and weekend frequency; construct improved passenger amenities; Business Access and Transit (BAT) lanes between N. Foothills Dr. and the Spokane River. Mid-term- Enhanced bus; meet HPT Red-FrequentLine frequency and span standards; construct Farwell Park & Ride; construct HPT station and stop amenities. Long-term- Modern Electric Trolley electric BRT-style vehicles ; construct center-running
F2	Airway Heights <> Liberty Lake	Sunset Blvd., I-90 Corridor, Sprague Ave., Spokane Valley, Greenacres	Near-term- Regular bus; expand service on Route 173 VTC Express with more peak frequency and hourly mid-day service; simplify Route 61 Highway 2 through Airway Heights; construct improved stop amenities. Mid-term- Enhanced bus; ensure frequency and span meet HPT Red-Frequent Line standards with BRT service along semi-exclusive right of way. Long-term- Light rail.
F3	VA Hospital <> Indiana & Evergreen	Wellesley, Market, SCC, Trent, Millwood, Spokane Valley Mall	Near-term- Regular bus; improve frequency during nights and weekends on Route 33 Wellesley. Mid-term- Regular bus; modify Routes 32 and 33; add 15 minute daytime weekday frequency throughout the length of the corridor. Long-term- Enhanced bus; meet HPT Red-LineFrequent frequency and span standards; install HPT station and stop amenities.
F4	Whitworth University <> South Hill Park & Ride	Hawthorne Rd., Division St., Nevada St., Francis Ave., Market St., Freya St., 29 th Ave.	Near-term- Improve frequency during nights and weekends along Route 26 Lidgerwood and 28 Nevada. Mid-term- Regular bus; modify parts of Route 26 Lidgerwood, 28 Nevada and 34 Freya; add 15 minute daytime weekday frequency. Long-term- Enhanced bus; ensure frequency and span meet HPT Red-LineFrequent standards; install HPT stations and stop amenities.

29

Route	Terminals	Via	Implementation Strategy and Challenges
F5	Five Mile Park & Ride <> 57 th & Regal	Monroe St., Downtown Spokane, Grand Blvd., 29th Ave., Lincoln Heights, Regal St.	Near-term- Enhanced bus interline Routes 24, 44G and portion of Route 45; construct Moran Prairie Park & Ride; construct improved passenger amenities along route; improve intersection at 29th and Regal to allow for proposed alignment Mid-term- Modern Electric Trolley Enhanced bus ; ensure frequency and span meet HPT Green Line Frequent standards; install HPT amenities at stops and stations. Long-term- Expand capacity as warranted.
F6	Browne's Addition <> Spokane Community College	Downtown Spokane, Riverpoint Campus, Hamilton St., Mission Ave.	Near-term- Electric Bus Rapid Transit; develop service plan to modify existing routes; ensure frequency and span meet HPT Green Line Frequent standards. Mid-term- Improve connections along corridor to support integration with other HPT corridors as they develop. Long-term- Expand capacity as warranted.
F7	Downtown <> Valley Transit Center	Sprague Ave.	Near-term- Regular bus; improve passenger amenities at bus stop locations. Mid-term- Modern Electric Trolley Enhanced bus ; ensure frequency and span meet HPT Green Line Frequent standards Long-term- Expand capacity as warranted.
F8	Indian Trail <> 29th & Grand	Alberta St., SFCC, Gov. Way, Maple St., 14th Ave., Lincoln St., 29th Ave.	Near-term- Regular bus; improve service on Route 23 to provide mid-day and evening service to Indian Trail. Mid-term- Regular bus; restructure Routes 20, 23, 33, and 43; improve weekday daytime frequency to every 15 minutes; construct Indian Trail Park & Ride. Long-term- Enhanced bus; ensure frequency and span meet HPT Green Line Frequent standards; install HPT station and stop amenities where
F9	Five Mile Park & Ride <> South Hill Park & Ride	Francis Ave., Nevada St., Hamilton St., Riverpoint Campus, Perry St., Southeast Blvd.	Near-term- Regular bus; improve frequency through South Perry District. Mid-term- Regular bus; connect N. Hamilton to S. Perry; create 15 minute weekday daytime frequency. Long-term- Enhanced bus; ensure frequency and span meet Green Line HPT Frequent standards; install HPT station and stop amenities where
F10	Monroe & Broadway <> Mission & Hamilton	Broadway, A St., Maxwell Ave., Mission Ave.	Near-term- No identified improvements. Mid-term- Regular bus; restructure bus routes to create basic service along corridor. Long-term- Enhanced bus; ensure frequency and span meet HPT Green Line Frequent standards.
F11	Millwood <> SR 27 & E 32 nd (South Valley)	Argonne Rd., Valley TC, Sprague Ave., Pines Rd.	Near-term- No identified improvements. Mid-term- Regular bus; restructure service in the Valley to create basic service along route. Long-term- Enhanced bus; ensure frequency and span meet HPT Green Line Frequent standards.

FR -8.0 – Route Numbering

STA shall adopt a route numbering policy consistent with industry standards.

The following policy provides guidelines on a numbering system for all fixed-routes. A survey of various transit systems suggests that organizing route numbering series by service types and common geography (destination-based or travel-shed-based) is the most prevalent numbering logic outside of simple sequential numbering. A clear numbering system helps customers to make effective travel choices based on the service characteristics which are most important for their particular transportation needs.

~~STA routes route numbers are used to identify service types (HPT Lines, Basic Service, and Commuter Peak Service) and may be organized further using geography for additional communication. are grouped in series with the first digit reflective of either common geographical attribute or common service characteristic (service type). As a policy, HPT routes, Basic Service in Transition, and Commuter Peak service should be in series reflecting service type while Basic Service can be grouped by common geography. To avoid confusion, no route number should conflict with a numbered Washington State highway passing through the PTBA.~~ Any reintroduction of a route number on a substantially different route than its prior identity should occur after no less than two years of non-use.

Colors, symbols and letters can also be used to distinguish HPT or specialized routes.

The use of colors, symbols and numbers, when introduced, should fit within a systems-approach to service communication and branding.

Fixed-Route Connect Strategies

Fixed-Route Investment Considerations Map

The following map is a conceptual look at areas of the PTBA where Spokane Transit would analyze for the potential revision or addition of services.

Spokane Transit Authority is constantly evaluating the fixed-route services provided to the community and is looking for ways to make them better. The following map provides a broad picture of what the fixed-route network might look like in 2025. With further analysis and public input, the actual outcome will undoubtedly change and more details will emerge.

4.3 ~~4.3~~ **Shelters and Awnings**

4.3.1 Placement and Maintenance

The placement and maintenance of shelters or other weather cover for passenger waiting areas where appropriate shall be encouraged.

STA shall work with local and regional jurisdictions to position bus shelters, awnings and other weather protection as funding allows and consistent with Title VI requirements. Shelters and awnings can encourage ridership by protecting waiting patrons from adverse weather elements. Shelters also provide an appropriate location for posting important ridership information. Stops with new shelters will comply with the Americans with Disabilities Act. Stops to have shelters funded by STA must meet at least one of the following criteria:

- 1) 25 or more weekday average boardings
- 2) Transfer point between two or more routes
- 3) Adjacent to a ridership generator with a high proportion of riders with limited mobility

4.3.2 Removal

The removal of shelters may occur after a review of ridership data and/or physical condition.

In the programmed shelter replacement plan, STA reviews stops with less than 10 boardings per day and consider those locations for removal. STA will also review a shelter's physical condition based on a point rating of the frame, roof, panels, bench, and the concrete foundation.

4.4 Lighting

Stops, benches, and shelters shall have pedestrian-scale lighting whenever possible.

While any lighting enhances the safety and security of transit stops, benches, and shelters, lighting designed specifically to illuminate the path of a pedestrian can do a better job than general street lights.

4.5 Bicycle Facilities

Bicycles, including bicycle share, shall be accommodated at STA's facilities and on STA coaches.

A good bicycle network and appropriate facilities are similar to a good pedestrian network and facilities. They can couple with transit to extend the range of non-motorized modes of transportation. By supporting bike share and bicycle ridership through short- and long-term bicycle parking, greater bicycle capacity racks on coaches, and other supportive efforts, STA is able to increase options for those who choose to travel by more than one mode.

4.6 Pedestrian Infrastructure

As funding allows, Spokane Transit may partner with local jurisdictions to improve pedestrian infrastructure in locations where there is a direct and tangible benefit to customers accessing a transit stop or other transit facility.

3.3.1 Transit Development Plan

The Transit Development Plan provides background information on STA, accomplishments during the previous year, and planned projects and programs for the following six years. As a public transportation benefit area authority, STA is required to prepare this plan. The document provides updated information to the Washington State Department of Transportation on the development of the various transit activities undertaken by STA.

3.3.2 Capital Improvement Program

The Capital Improvement Program (CIP) enables STA to make educated, coordinated, and financially sound capital investments. The 6-year CIP includes capital projects, programs and program categories. The CIP is updated annually

3.3.3 Service Implementation Plan

Developed with and included in the Transit Development Plan, this document guides the delivery of Fixed-Route service. The SIP describes service revisions proposed for the three calendar years following adoption.

3.3.4 Transit Asset Management Plan (TAM)

The Transit Asset Management Plan is included as an Appendix to the Transit Development Plan. The TAM is updated in its entirety no less than once every 4 years, and covers a horizon period of at least 4 years, and includes:

- Projected targets for the next fiscal year
- Condition assessments and performance results; and
- A narrative report on changes in transit system conditions and the progress toward achieving previous performance targets

In addition, the TAM is submitted to the state and MPO on a regular schedule, generally within 30 days of Board approval.

3.3.4.3.5 Annual Strategic Plan

As part of the annual budget adoption process, STA will prepare a concise annual strategic plan identifying agency priorities for the coming year, including major implementation actions, whether they impact service, infrastructure, or processes. The plan will be a companion to the budget and will be generally consistent with the Comprehensive Plan.

3.4 Update Schedule

Document	Horizon	Revision Schedule
Comprehensive Plan for Public Transportation	20-30 Years	Begin update no later than three years from last major update
Transit Development Plan	Current calendar year plus six years	Adopt before September 1 of each year

1.3 Performance Standard 3: Fares (Economic)

As a minimum standard of performance, routes shall have a farebox recovery no less than one-half the system average.

An important performance indicator for medium- to large-sized transit systems is fare revenues. While small agencies often find that the cost of collecting fares is equal to or exceeds the fares potentially collected, STA collects millions of dollars annually from its riders for services rendered. Farebox recovery for this performance standard is the total fixed-route revenue collected as a percentage of the total fixed-route operating cost. It is valuable as a metric since both fares per passenger and cost per hour are not equal for every route. Two routes may have exactly the same ridership but have different farebox recoveries. Routes using larger vehicles traveling longer distances in an hour will cost more to operate. Without a corresponding increase in fares per passenger, farebox recovery is likely to be lower than the comparable route.

1.4 Performance Reporting

By April of each year, the Planning Department will report on both the performance of each route for the previous two years and the standards that applied for those years. New service will be evaluated following its development period, typically 18 to 24 months. Any route that falls below the minimum standard for ~~any one~~all of the three performance standards for two consecutive years will be considered out of compliance with the standards. A partial year of operation (e.g. if a route begins operation in September) will not be counted against a route's compliance with these standards. This provides for at least two and not more than three years for a route to mature before any corrective action is required.

The annual report will offer reasons why the route may be below standard and offer preliminary concepts for remediation.

1.5 Remediation

Remediation is not simply about eliminating poor performing routes, but instead considering both the route's relationship to the network and other possible network changes that could ultimately improve the entire network. Remedial actions should take place no more than 18 months following a performance report indicating non-compliance.

Non-compliance of routes with respect to performance standards is typically an indication of a route being designed inconsistent with the design principles or adopted service design policies. There may also be changes in land use (e.g. a major mall closes indefinitely) or changes in the network which unintentionally deteriorated service or demand. Remedial efforts should identify how proposed improvements will better align with design principles and adopted policy and provide a rough projection of the relationship to performance standards.

RESOLUTION NO. _____

A RESOLUTION FOR THE PURPOSE OF ADOPTING AMENDMENTS TO CONNECT SPOKANE: A COMPREHENSIVE PLAN FOR PUBLIC TRANSPORTATION; RESCINDING RESOLUTION NOS. 665-10, 669-10, 711-13, 717-14, 732-15 AND 760-17 IN THEIR ENTIRETY AND OTHER MATTERS PROPERLY RELATING THERETO.

SPOKANE TRANSIT AUTHORITY
Spokane County, Washington

BE IT RESOLVED BY THE SPOKANE TRANSIT AUTHORITY as follows:

WHEREAS, the Spokane Transit Authority (STA) is a municipal corporation operating and existing under and pursuant to the Constitution and Laws of the State of Washington, including RCW Title 36, Chapter 57A, Public Transportation Benefit Area; and,

WHEREAS, it is to the benefit of STA to define the general direction for the delivery of public transportation service in the future; and,

WHEREAS, by Resolution No. 665-10, the STA Board of Directors first adopted Connect Spokane: A Comprehensive Plan for Public Transportation on July 21, 2010 (Comprehensive Plan); and,

WHEREAS, subsequent updates to the Comprehensive Plan were adopted by the STA Board of Directors pursuant to Resolution No. 669-10, adopted September 15, 2010; a motion approved January 13, 2012; Resolution No. 711-13, adopted December 19, 2013; Resolution 717-14, adopted May 22, 2014; Resolution No. 732-15, adopted June 18, 2015 and Resolution No. 760-17, adopted December 14, 2017; and,

WHEREAS, the STA Board of Directors recognizes that the design and condition of the elements that make up the bus stop environment significantly impact customers' ability to access the fixed route transit system, the efficiency of the system, the quality of customer experience and how the public perceives STA; and,

WHEREAS, the STA Board of Directors desires to partner with local and regional jurisdictions to improve transit service within the PBTA and staff have identified further amendments to the Comprehensive Plan to direct delivery of such improvements; and,

WHEREAS, a Washington State Environment Policy Act (SEPA) Checklist was completed for the proposed amendments and a determination of Non-Significance (DNS) was issued on April 17, 2019, and,

WHEREAS, on April 18, 2019 the STA Board of Directors held a duly noticed public hearing and heard no opposition to the proposed amendments; and,

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of STA as follows:

Section 1. The STA Board of Directors hereby adopts its amended Connect Spokane: A Comprehensive Plan for Public Transportation as shown in its entirety in Exhibit A (Comprehensive Plan).

Section 2. Resolution Nos. 665-10, 669-10, 711-13, 717-14, 732-15, 760-17 are rescinded in their entirety effective upon adoption of this resolution.

Section 3. The STA Board of Directors hereby authorizes the Chief Executive Officer to administer the Comprehensive Plan.

Section 4. This resolution shall take effect and be in force immediately upon passage.

ADOPTED by STA at a regular meeting thereof held on the 16th day of May, 2019.

ATTEST:

SPOKANE TRANSIT AUTHORITY

Dana Infalt
Clerk of the Authority

Candace Mumm
STA Board Chair

Approved as to form:

Laura McAloon
Attorney for Spokane Transit Authority

Attachment A:

To conserve paper, Attachment A can be found at the following link:

<https://www.spokanetransit.com/projects-plans/comprehensive-plan>

SPOKANE TRANSIT AUTHORITY

PLANNING & DEVELOPMENT COMMITTEE MEETING

May 1, 2019

AGENDA ITEM 6A: **2019 TRANSIT DEVELOPMENT PLAN: PROPOSED 2020-2022 SERVICE IMPROVEMENTS**

REFERRAL COMMITTEE: N/A

SUBMITTED BY: Karl Otterstrom, Director of Planning & Development
 Kathleen Weinand, Principal Transit Planner

SUMMARY:

The Service Implementation Plan (SIP) is prepared each year to guide the delivery of fixed-route service changes and improvements during a three-year period within the Transit Development Plan (TDP) that immediately follows the year of approval. The SIP is developed in close coordination with the agency’s financial projections. The SIP is updated annually as described in *Connect Spokane* policies MI 3.3.3 and MI 3.4.

Staff will present an overview of the significant service revision concepts proposed to be included in the 2020-2022 SIP (see table below) at the May Planning & Development Committee meeting. A full draft of the SIP will be included in the draft 2019 TDP presented to the Committee in June.

In the table below, there are a number of improvements that are explicitly called out in the *STA Moving Forward* plan that are indicated as such with an asterisk. All other improvements seek to optimize service relative to customer feedback and system performance and therefore implicitly implement *STA Moving Forward*.

2020-2022 Significant Service Revision Concepts

2020	2020 Overview: The 2018 Transit Development Plan projected minor routing and scheduling adjustments during 2020. The list below is consistent with the previous plan while providing more detail. In preparing the Service Implementation Plan, staff will explore opportunities to accelerate 2021 improvements that implement <i>STA Moving Forward</i> .
	<ul style="list-style-type: none"> • Modify the Route 20 SFCC to only operate on the Riverside pattern through Browne’s Addition and discontinue service on the Clark Avenue pattern through Peaceful Valley. Interline with the Route 25 Division and use a 60 foot-long vehicle on weekdays. This interline will decrease demand for curb space at the Plaza and layover space in Downtown.
	<ul style="list-style-type: none"> • Begin boarding and alighting routes 42 and 43 on southbound Wall Street at the Plaza, consistent with the Plaza Operations Study road map. • Extend the Route 64 Cheney/West Plains to the WSU/EWU Spokane campus in the University District in preparation for the implementation of the Cheney HPT Line* in 2021.
2021	2021 Overview: The implementation of the Central City Line (CCL) will provide frequent east-west connections in the urban core creating opportunities to improve other routes particularly in north Spokane.
	<ul style="list-style-type: none"> • Implement the CCL and change Plaza operations.* • Revise and improve service to Hillyard.* • Create a new line that connects the Logan and Lincoln Heights neighborhoods without a required transfer at the Plaza* • Revise the alignment of the Route 29 SCC to avoid duplication of the CCL and provide new connections. • Discontinue the Route 39 Mission as much of the route will be served by the Central City Line. • Implement new service between the Valley Transit Center and the SCC Transit Center, via Upriver Drive and Argonne Road. • Modify the Route 94 East Central/Millwood to terminate at the Valley Transit Center. • Implement the Cheney HPT Line.* • Improve peak frequency on service to Airway Heights.*

2022	<p>2022 Overview: The Mirabeau Point Park & Ride is programed in <i>STA Moving Forward</i> to be relocated or expanded in 2022*. One concept being studied is to move the transit center closer to I-90 at Evergreen Road. Routes that serve the current park & ride would be adjusted. It is an opportune time to make adjustments to the Spokane Valley network.</p> <ul style="list-style-type: none"> • Modify the underperforming routes 95 Mid-Valley and 96 Pines/Sullivan to improve ridership.
------	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

*Service improvements identified in *STA Moving Forward*

RECOMMENDATION TO COMMITTEE: Information only.

FINAL REVIEW FOR COMMITTEE BY:

Division Head _____

Chief Executive Officer _____

Legal Counsel _____

SPOKANE TRANSIT AUTHORITY

PLANNING & DEVELOPMENT COMMITTEE MEETING

May 1, 2019

**AGENDA ITEM 6B: 2019 TRANSIT DEVELOPMENT PLAN: PRELIMINARY 2020-2025
CAPITAL IMPROVEMENT PROGRAM**

REFERRAL COMMITTEE: N/A

SUBMITTED BY: Karl Otterstrom, Director of Planning and Development
Lynda Warren, Director of Finance and Information Systems

SUMMARY:

Each year, Spokane Transit is required by state 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) no later than September 1. The TDP is one of a series of planning documents that is built upon the goals, principles and policies contained within *Connect Spokane: A Comprehensive Plan for Public Transportation*.

A major element of the plan is the Capital Improvement Program. The Capital Improvement Program is developed in accordance with *Connect Spokane*, including the following policy:

4.1 Capital Improvement Program (CIP)

STA shall maintain a Capital Improvement Program that shall cover a period of no less than six years and be in general conformance with the Comprehensive Plan. To enable STA to make educated, coordinated, and financially sound capital investments, a 6-year Capital Improvement Program must be developed. This program will be reviewed annually.

The development of a six-year Capital Improvement Program (CIP) provides a mid-term horizon for prioritizing resources, enhancing the transit system, and maintaining existing assets and resources in good repair. The CIP, in companionship with the Transit Development Plan and Service Implementation Plan, connects the long-range vision, goals and policies of the Comprehensive Plan to the near-term strategies outlined in the Annual Strategic Plan. The preliminary capital programs table attached to this item covers the years 2020 – 2025 and is the central component of the capital improvement program.

A capital project is a significant investment project intended to acquire, develop, improve, or maintain a capital asset (such as property, buildings, vehicles, infrastructure, etc.). The CIP aggregates projects that have common objectives or are otherwise interconnected into programs. The capital programs are organized into five distinct program categories:

- Vehicles
- Facilities - Maintenance & Administration
- Facilities – Passenger & Operational
- Technology
- High Performance Transit Implementation

In addition to the five categories of capital programs the draft CIP will identify:

- Section 5307 Program of Projects
- Section 5310 Apportionment Program
- Section 5339 Bus and Bus Facilities
- Fleet Replacement Plan
- Unfunded Projects

The review of the draft CIP will be focused on the capital expenditures by program category, programs and projects. The draft Transit Development Plan will be compiled and presented at the June committee meeting.

RECOMMENDATION TO COMMITTEE: Information only.

FINAL REVIEW FOR COMMITTEE BY:

Division Head _____

Chief Executive Officer _____

Legal Counsel _____



DRAFT Capital Programs: 2020-2025

Vehicles

Fixed Route Fleet - Expansion

In order to implement STA Moving Forward, this provides for the acquisition of new coaches that increase the total fleet size. May include electric buses as grants allow. Note: program does not include the fleet requirement for the Central City Line.

	2020	2021	2022	2023	2024	2025	2020-2025
Local	\$0	\$0	\$4,349,888	\$4,001,289	\$3,349,882	\$2,971,121	\$14,672,180
State	\$0	\$0	\$3,890,512	\$0	\$0	\$0	\$3,890,512
Federal	\$0	\$0	\$0	\$2,671,146	\$0	\$0	\$2,671,146
Total	\$0	\$0	\$8,240,400	\$6,672,435	\$3,349,882	\$2,971,121	\$21,233,838

Fixed Route Fleet - Replacement

Replaces fixed-route coaches as they reach their planned useful life, typically three years later than the 12-year minimum lifespan established by FTA. May include electric buses as grants allow for additional up-front cost.

	2020	2021	2022	2023	2024	2025	2020-2025
Local	\$6,780,036	\$8,533,167	\$8,586,945	\$5,658,023	\$9,004,198	\$7,926,635	\$46,489,004
State	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Federal	\$2,599,000	\$0	\$1,686,528	\$0	\$903,000	\$913,000	\$6,101,528
Total	\$9,379,036	\$8,533,167	\$10,273,473	\$5,658,023	\$9,907,198	\$8,839,635	\$52,590,532

Non-Revenue Vehicles

The acquisition and replacement of non-revenue vehicles which are used to maintain transit facilities, transport employees, road supervisors and equipment.

	2020	2021	2022	2023	2024	2025	2020-2025
Local	\$276,500	\$150,000	\$170,000	\$0	\$75,000	\$170,000	\$841,500
State	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Federal	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total	\$276,500	\$150,000	\$170,000	\$0	\$75,000	\$170,000	\$841,500

Paratransit Vans

Acquire and replace Paratransit vehicles on a routine schedule and in accordance with the fleet plan. The program does not include an expansion of the current fleet size.

	2020	2021	2022	2023	2024	2025	2020-2025
Local	\$334,750	\$137,918	\$2,770,053	\$102,421	\$904,236	\$0	\$4,249,378
State	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Federal	\$0	\$551,672	\$0	\$409,685	\$0	\$0	\$961,357
Total	\$334,750	\$689,590	\$2,770,053	\$512,106	\$904,236	\$0	\$5,210,735



DRAFT Capital Programs: 2020-2025

Vanpool Vans

Purchase vanpool vans for replacement of retired vehicles and planned expansion (when warranted) of Vanpool program. Expansion of the fleet is contingent on grants from WSDOT and evidence of increased demand for this service.

	2020	2021	2022	2023	2024	2025	2020-2025
Local	\$406,025	\$336,059	\$384,601	\$277,297	\$1,183,258	\$0	\$2,587,240
State	\$174,012	\$0	\$307,681	\$0	\$0	\$0	\$481,693
Federal	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total	\$580,037	\$336,059	\$692,282	\$277,297	\$1,183,258	\$0	\$3,068,933

Total: Vehicles

	2020	2021	2022	2023	2024	2025	2020-2025
Local	\$7,797,311	\$9,157,144	\$16,261,487	\$10,039,030	\$14,516,574	\$11,067,756	\$68,839,302
State	\$174,012	\$0	\$4,198,193	\$0	\$0	\$0	\$4,372,205
Federal	\$2,599,000	\$551,672	\$1,686,528	\$3,080,831	\$903,000	\$913,000	\$9,734,031
Total	\$10,570,323	\$9,708,816	\$22,146,208	\$13,119,861	\$15,419,574	\$11,980,756	\$82,945,538

Facilities - Maintenance & Administration

Boone - Facility Master Plan Program

Increases general capacity for transit operations by making improvements to existing structures and constructing and/or improving administrative and operational space on the Boone Transit Campus. Expanded vehicle storage capacity projected by the master plan is now included in the funded program.

	2020	2021	2022	2023	2024	2025	2020-2025
Local	\$2,580,000	\$600,000	\$4,088,334	\$0	\$0	\$0	\$7,268,334
State	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Federal	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total	\$2,580,000	\$600,000	\$4,088,334	\$0	\$0	\$0	\$7,268,334



DRAFT Capital Programs: 2020-2025

Boone - Preservation and Enhancements

Contains projects which will extend the useful life of the Boone facilities through replacement of equipment, fixtures and other aspects of the facility.

	2020	2021	2022	2023	2024	2025	2020-2025
Local	\$2,541,000	\$15,000	\$180,000	\$567,610	\$100,000	\$100,000	\$3,503,610
State	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Federal	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total	\$2,541,000	\$15,000	\$180,000	\$567,610	\$100,000	\$100,000	\$3,503,610

Fleck Center - Preservation and Improvements

Contains projects which will extend the useful life of the Fleck Center facility located at 123 S Bowdish Road.

	2020	2021	2022	2023	2024	2025	2020-2025
Local	\$114,000	\$0	\$0	\$0	\$0	\$240,000	\$354,000
State	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Federal	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total	\$114,000	\$0	\$0	\$0	\$0	\$240,000	\$354,000

Miscellaneous Equipment and Fixtures

Funds smaller capital projects, including fixtures, equipment and minor facility upgrade requirements on a routine basis.

	2020	2021	2022	2023	2024	2025	2020-2025
Local	\$190,000	\$135,000	\$60,000	\$45,000	\$105,000	\$40,000	\$575,000
State	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Federal	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total	\$190,000	\$135,000	\$60,000	\$45,000	\$105,000	\$40,000	\$575,000

Total: Facilities - Maintenance & Administration

	2020	2021	2022	2023	2024	2025	2020-2025
Local	\$5,425,000	\$750,000	\$4,328,334	\$612,610	\$205,000	\$380,000	\$11,700,944
State	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Federal	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total	\$5,425,000	\$750,000	\$4,328,334	\$612,610	\$205,000	\$380,000	\$11,700,944

Facilities - Passenger & Operational



DRAFT Capital Programs: 2020-2025

Park and Ride Development

This program introduces new park and ride facilities at key locations adjacent to planned or existing commuter express service, freeway interchanges or future HPT corridors. As noted elsewhere, some park and ride facilities are included in specific projects related to HPT lines or transit centers.

	2020	2021	2022	2023	2024	2025	2020-2025
Local	\$0	\$0	\$0	\$0	\$0	\$40,000	\$40,000
State	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Federal	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total	\$0	\$0	\$0	\$0	\$0	\$40,000	\$40,000

Park and Ride Upgrades

Extends or enhances the useful life of Spokane Transit park and ride facilities and to accommodate existing and anticipated vehicle staging and layover requirements.

	2020	2021	2022	2023	2024	2025	2020-2025
Local	\$925,000	\$25,000	\$0	\$20,000	\$20,000	\$0	\$990,000
State	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Federal	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total	\$925,000	\$25,000	\$0	\$20,000	\$20,000	\$0	\$990,000

Plaza Preservation and Improvements

Extends the useful life of the Plaza, including mechanical equipment and associated facilities.

	2020	2021	2022	2023	2024	2025	2020-2025
Local	\$215,867	\$0	\$0	\$0	\$0	\$0	\$215,867
State	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Federal	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total	\$215,867	\$0	\$0	\$0	\$0	\$0	\$215,867

Route & Stop Facility Improvements

Implements various projects that improve the functionality of STA bus stops, routes and related infrastructure, including but not limited to signage, shelters and ADA access. Many of these projects are considered "associated transportation improvements" and are programmed to meet or exceed the annual minimum federal requirement in such improvements.

	2020	2021	2022	2023	2024	2025	2020-2025
Local	\$1,252,750	\$1,400,250	\$407,000	\$1,387,000	\$360,000	\$300,000	\$5,107,000
State	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Federal	\$108,000	\$28,000	\$28,000	\$28,000	\$0	\$0	\$192,000
Total	\$1,360,750	\$1,428,250	\$435,000	\$1,415,000	\$360,000	\$300,000	\$5,299,000



DRAFT Capital Programs: 2020-2025

SFCC Transit Station

In cooperation with Spokane Falls Community College (SFCC), construct a new on-campus transit staging and passenger facility to improve safety, visibility and quality of service. The station will include improved passenger amenities including lighted shelters. The program also includes signaling Elliot Drive and Forth George Wright Drive (southwest of this station) where buses will exit the campus.

	2020	2021	2022	2023	2024	2025	2020-2025
Local	\$0	\$0	\$0	\$0	\$0	\$0	\$0
State	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Federal	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Upriver Transit Center

In cooperation with Spokane Community College (SCC), design and construct a new transit center on the SCC campus to improve safety, service quality and expand capacity, replacing the facility to be potentially impacted by the North Spokane Corridor construction. The project includes improved passenger amenities. The project is required to be in place prior to the completion of the Central City Line.

	2020	2021	2022	2023	2024	2025	2020-2025
Local	\$0	\$0	\$0	\$0	\$0	\$0	\$0
State	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Federal	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Total: Facilities - Passenger & Operational

	2020	2021	2022	2023	2024	2025	2020-2025
Local	\$2,393,617	\$1,425,250	\$407,000	\$1,407,000	\$380,000	\$340,000	\$6,352,867
State	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Federal	\$108,000	\$28,000	\$28,000	\$28,000	\$0	\$0	\$192,000
Total	\$2,501,617	\$1,453,250	\$435,000	\$1,435,000	\$380,000	\$340,000	\$6,544,867

Technology



DRAFT Capital Programs: 2020-2025

Business Systems Replacement

Replace and improve Spokane Transit's current enterprise resource programs and processes including but not limited to financial, human resource and inventory software systems.

	2020	2021	2022	2023	2024	2025	2020-2025
Local	\$0	\$0	\$0	\$0	\$0	\$0	\$0
State	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Federal	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Capital Program Management Software

Implement new software and related information systems and organizational procedures to increase the efficiency of capital programming and project management in light of the greater volume of capital projects and the ongoing effort to deliver in a cost effective manner.

	2020	2021	2022	2023	2024	2025	2020-2025
Local	\$220,000	\$0	\$0	\$0	\$0	\$0	\$220,000
State	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Federal	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total	\$220,000	\$0	\$0	\$0	\$0	\$0	\$220,000

Communications Technology Upgrades

Replaces and upgrade in-vehicle and stationary communications systems to as they become obsolete.

	2020	2021	2022	2023	2024	2025	2020-2025
Local	\$624,504	\$204,504	\$204,504	\$204,504	\$204,504	\$0	\$1,442,520
State	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Federal	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total	\$624,504	\$204,504	\$204,504	\$204,504	\$204,504	\$0	\$1,442,520

Computer Equipment Preservation and Upgrades

Funds the acquisition and replacement of computers and associated hardware items on a routine basis

	2020	2021	2022	2023	2024	2025	2020-2025
Local	\$170,000	\$175,000	\$175,000	\$150,000	\$150,000	\$150,000	\$970,000
State	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Federal	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total	\$170,000	\$175,000	\$175,000	\$150,000	\$150,000	\$150,000	\$970,000



DRAFT Capital Programs: 2020-2025

Fare Collection and Sales Technology

Invests in updated hardware and software for fare collection systems in use by Spokane Transit to extend the useful life and expand the functionality of said systems.

	2020	2021	2022	2023	2024	2025	2020-2025
Local	\$2,132,277	\$98,266	\$0	\$0	\$0	\$0	\$2,230,543
State	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Federal	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total	\$2,132,277	\$98,266	\$0	\$0	\$0	\$0	\$2,230,543

Operating & Customer Service Software

The purchase and installation of software designed to improve the ease and efficiency of tasks performed in providing customer service.

	2020	2021	2022	2023	2024	2025	2020-2025
Local	\$820,000	\$0	\$0	\$0	\$0	\$0	\$820,000
State	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Federal	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total	\$820,000	\$0	\$0	\$0	\$0	\$0	\$820,000

Security and Access Technology

This program provides for facility security and access technology, including replacement equipment, at transit facilities, infrastructure and vehicles. These investments include secure access control and video-monitoring of STA's facilities.

	2020	2021	2022	2023	2024	2025	2020-2025
Local	\$59,500	\$85,900	\$74,600	\$0	\$0	\$0	\$220,000
State	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Federal	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total	\$59,500	\$85,900	\$74,600	\$0	\$0	\$0	\$220,000

Smart Bus Implementation

With the core of Smart Bus Implementation complete, this program is primarily supporting telecommunication infrastructure, including fiber-optics, to allow additional bandwidth as new facilities integrate with Smart Bus capabilities.

	2020	2021	2022	2023	2024	2025	2020-2025
Local	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$600,000
State	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Federal	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$600,000

Total: Technology

	2020	2021	2022	2023	2024	2025	2020-2025
Local	\$4,126,281	\$663,670	\$554,104	\$454,504	\$454,504	\$250,000	\$6,503,063
State	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Federal	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total	\$4,126,281	\$663,670	\$554,104	\$454,504	\$454,504	\$250,000	\$6,503,063

High Performance Transit Implementation

Central City Line

When complete, the Central City Line will provide High Performance Transit service between Browne's Addition and Spokane Community College using a bus rapid transit vehicle with electric propulsion. Current funded elements of the program includes project definition, preliminary engineering and project development activities. Construction and related activities are conditioned on Federal Small Starts funding.

	2020	2021	2022	2023	2024	2025	2020-2025
Local	\$600,000	\$0	\$0	\$0	\$0	\$0	\$600,000
State	\$7,620,000	\$4,200,000	\$180,000	\$0	\$0	\$0	\$12,000,000
Federal	\$21,924,875	\$30,698,750	\$801,375	\$0	\$0	\$0	\$53,425,000
Total	\$30,144,875	\$34,898,750	\$981,375	\$0	\$0	\$0	\$66,025,000

Cheney Line

Implements the corridor infrastructure and station facilities for High Performance Transit between Spokane and Cheney, including those along I-90, SR 904 and in the City of Cheney.

	2020	2021	2022	2023	2024	2025	2020-2025
Local	\$1,048,585	\$602,250	\$55,000	\$0	\$0	\$0	\$1,705,835
State	\$1,080,550	\$1,012,550	\$95,000	\$0	\$0	\$0	\$2,188,100
Federal	\$125,480	\$0	\$0	\$0	\$0	\$0	\$125,480
Total	\$2,254,615	\$1,614,800	\$150,000	\$0	\$0	\$0	\$4,019,415



DRAFT Capital Programs: 2020-2025

I-90/Valley Line

The program includes many elements of High Performance Transit along the I-90 corridor, connecting Downtown Spokane with points east, including Spokane Valley and Liberty Lake. The program includes park and ride expansion/relocation in Liberty Lake as well as a new Mirabeau Transit Center. As grants allow and travel patterns warrant, freeway "flyer" stations will be included along the line.

	2020	2021	2022	2023	2024	2025	2020-2025
Local	\$546,900	\$1,820,600	\$6,456,000	\$939,400	\$0	\$0	\$9,762,900
State	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Federal	\$490,000	\$489,600	\$2,060,000	\$2,060,000	\$0	\$0	\$5,099,600
Total	\$1,036,900	\$2,310,200	\$8,516,000	\$2,999,400	\$0	\$0	\$14,862,500

Incremental HPT Investments

Invests resources into passenger facilities and operational treatments along heavily used bus corridors that are identified as future HPT Corridors, including the Division Corridor, and for passenger facilities that will include HPT operations, including the STA Plaza.

	2020	2021	2022	2023	2024	2025	2020-2025
Local	\$1,707,989	\$0	\$0	\$0	\$0	\$0	\$1,707,989
State	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Federal	\$240,000	\$0	\$0	\$0	\$0	\$0	\$240,000
Total	\$1,947,989	\$0	\$0	\$0	\$0	\$0	\$1,947,989

Monroe-Regal Line

Implements many elements of High Performance Transit along a 11+ mile corridor stretching from the Five Mile Park and Ride to the future Moran Station Park and Ride. Moran Station Park and Ride is a project within this program as an essential element for implementation of the new service and passenger amenities.

	2020	2021	2022	2023	2024	2025	2020-2025
Local	\$1,181,291	\$0	\$0	\$0	\$0	\$0	\$1,181,291
State	\$746,791	\$0	\$0	\$0	\$0	\$0	\$746,791
Federal	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total	\$1,928,082	\$0	\$0	\$0	\$0	\$0	\$1,928,082

Sprague Line

Implements many elements of High Performance Transit along a 7+ mile corridor stretching from the Valley Transit Center to downtown Spokane via the South University District and Sprague Union District.

	2020	2021	2022	2023	2024	2025	2020-2025
Local	\$300,000	\$850,000	\$2,406,000	\$2,759,978	\$0	\$0	\$6,315,978
State	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Federal	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total	\$300,000	\$850,000	\$2,406,000	\$2,759,978	\$0	\$0	\$6,315,978



DRAFT Capital Programs: 2020-2025

West Plains Transit Center

Implements a new West Plains Transit Center adjacent to Exit 272 along I-90. Phase I will be substantially complete in 2018. Expenses later than 2018 are related to project closeout as well as Phase II. Phase II is the integration for the project with WSDOT's Exit 272 Interchange project.

	2020	2021	2022	2023	2024	2025	2020-2025
Local	\$0	\$0	\$0	\$0	\$0	\$0	\$0
State	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Federal	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Total: High Performance Transit Implementation

	2020	2021	2022	2023	2024	2025	2020-2025
Local	\$5,384,765	\$3,272,850	\$8,917,000	\$3,699,378	\$0	\$0	\$21,273,993
State	\$9,447,341	\$5,212,550	\$275,000	\$0	\$0	\$0	\$14,934,891
Federal	\$22,780,355	\$31,188,350	\$2,861,375	\$2,060,000	\$0	\$0	\$58,890,080
Total	\$37,612,461	\$39,673,750	\$12,053,375	\$5,759,378	\$0	\$0	\$95,098,964

Total Capital Improvement Program

	2020	2021	2022	2023	2024	2025	2020-2025
Local	\$25,126,974	\$15,268,914	\$30,467,925	\$16,212,522	\$15,556,078	\$12,037,756	114,670,169
State	\$9,621,353	\$5,212,550	\$4,473,193	\$0	\$0	\$0	\$19,307,096
Federal	\$25,487,355	\$31,768,022	\$4,575,903	\$5,168,831	\$903,000	\$913,000	\$68,816,111
Total	\$60,235,682	\$52,249,486	\$39,517,021	\$21,381,353	\$16,459,078	\$12,950,756	202,793,376

SPOKANE TRANSIT AUTHORITY
PLANNING & DEVELOPMENT COMMITTEE MEETING

May 1, 2019

AGENDA ITEM 6C: **2019 TRANSIT DEVELOPMENT PLAN: REVENUE AND EXPENDITURE FORECAST ASSUMPTIONS UPDATE**

REFERRAL COMMITTEE: N/A

SUBMITTED BY: Karl Otterstrom, Director of Planning and Development
Lynda Warren, Director of Finance and Information Systems

SUMMARY:

Financial assumption guidance was requested at the Board Workshop on April 3, 2019. After a presentation regarding the regional economy by Grant Forsyth, Chief Economist at Avista, the Board discussed various assumptions regarding sales tax and fare changes. Guidance was to assume a 3.25% sales tax trend with various fare options.

The forecasts, which will include the 2020-2025 Capital Improvement Program (CIP), will be presented during the meeting.

RECOMMENDATION TO COMMITTEE: Information only.

FINAL REVIEW FOR COMMITTEE BY:

Division Head _____

Chief Executive Officer _____

Legal Counsel _____

SPOKANE TRANSIT AUTHORITY
PLANNING & DEVELOPMENT COMMITTEE MEETING

May 1, 2019

AGENDA ITEM 6D: **CENTRAL CITY LINE: READINESS REVIEW UPDATE**

REFERRAL COMMITTEE: N/A

SUBMITTED BY: Karl Otterstrom, Director of Planning & Development

SUMMARY:

The Central City Line is a 5.8 mile, corridor-based bus rapid transit (BRT) line that will operate between Browne's Addition and Spokane Community College, via downtown Spokane and the University District. This is a critical project within the *STA Moving Forward* plan to improve and expand transit to the region and partner in economic development.

On February 28, 2019, Spokane Transit was informed that Urban Engineers, a multidisciplinary engineering based in Philadelphia, PA, was assigned by the Federal Transit Administration (FTA) to conduct all oversight procedures for the Central City Line related to STA's readiness to execute a Small Starts Grant Agreement. As the Project Management Oversight Consultant (PMOC) for the project, Urban Engineers will conduct a variety of reviews under contract with FTA.

Urban Engineers will facilitate a two-day workshop on May 2-3 with project staff and consultants, key permitting partners and FTA to assess risk and contingency for the project. This workshop and review will influence the ultimate engineering assessment of project cost estimate and establish a formal project completion timeline.

Since the assignment of the PMOC was made, the United States Department of Transportation announced on April 9, 2019 that \$53.4 million in funding from the Capital Investment Grant (CIG) program has been allocated to the Central City Line. FTA has since confirmed their intent to award the funds through a single-year grant agreement, pending successful completion of all necessary steps to confirm project readiness.

Spokane Transit's advisors in Washington DC, Cardinal Infrastructure, will participate in the workshop with staff. Sherry (Little) Lloyd, principal with Cardinal Infrastructure and former acting administrator for FTA, will participate in the committee meeting and provide an overview of what can be expected during the readiness review period in anticipation of a grant agreement.

RECOMMENDATION TO COMMITTEE: Information only.

FINAL REVIEW FOR COMMITTEE BY:

Division Head _____

Chief Executive Officer _____

Legal Counsel _____

SPOKANE TRANSIT AUTHORITY

PLANNING & DEVELOPMENT COMMITTEE MEETING

May 1, 2019

AGENDA ITEM 6E: SHARED MOBILITY CONCEPTS

REFERRAL COMMITTEE: N/A

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

SUMMARY:

In the 2019 Strategic Plan, approved by the Board on October 18, 2018, one of the actions in Strategy 4 is to “explore mobility management.” The Strategic Plan notes that “STA will explore how the agency can efficiently meet customers’ evolving needs through a wide range of transportation options and services.”

STA staff have taken this direction and begun exploring a variety of shared mobility concepts. Note that this is an emerging field with shifting definitions, and STA staff currently feels that the term “Shared Mobility” better aligns with STA’s mission and its state-enabled authority in providing public transportation and expanding mobility to people of the region.

Shared Mobility can be defined as: *Transportation services and resources that are shared among users, either concurrently or one after another.*

By this definition, all the services that STA currently offers – fixed-route bus, vanpool, and paratransit – are shared mobility services. Other concepts that fall into this includes bike and scooter share, taxis/Ubbers/Lyfts, mobility on demand services, carshare services, and mobility hubs.

STA staff have begun exploring how shared mobility concepts might be applied/supported by the agency to provide wider transportation options in the region. The two primary shared mobility concepts identified for further exploration are:

- On-Demand Services
- Mobility Hubs

On-demand services are transit services that do not operate on a fixed-route or fixed-schedule, but rather are requested by the customer and only then deployed for pick-up. These services may be directly operated by the transit agency (using agency technology, drivers and vehicles) or may be partially or completely contracted to a third party. Transit agencies around the country have begun exploring on-demand services through either their own operations (often using vanpool or paratransit vehicles) or in partnership with companies such as Uber, Lyft, Via, and others. On-demand services allow a transit agency to consider, among other ideas, replacing a low performing route, provide service to an area not currently served by fixed-route service, and expanding service span.

Mobility Hubs are a place where people can seamlessly connect with multiple modes of transportation in a safe, comfortable, and accessible environment. Mobility hubs allow for the physical integration among modes by co-locating carsharing, ride hailing, bike and scooter sharing, and other shared mobility services at or near public transit. For STA, several of our existing and proposed park & ride lots would make excellent mobility hubs, particularly in conjunction with Uber/Lyft and the bike/scooter share vendor ultimately selected by the City of Spokane.

Staff will present further information on these concepts and their possible application.

RECOMMENDATION TO COMMITTEE: Information only.

FINAL REVIEW FOR COMMITTEE BY:

Division Head _____

Chief Executive Officer _____

Legal Counsel _____

SPOKANE TRANSIT AUTHORITY
PLANNING & DEVELOPMENT COMMITTEE MEETING

May 1, 2019

AGENDA ITEM 6F: **EAST SPRAGUE TRANSIT SIGNAL PRIORITY**

REFERRAL COMMITTEE: N/A

SUBMITTED BY: Karl Otterstrom, Director of Planning & Development
 Ryan Brodwater, Capital Projects Manager

SUMMARY:

At the April 18, 2019 meeting of the STA Board of Directors, the Board directed staff to assess the opportunity for transit signal priority at traffic signals on Sprague at Napa and Helena streets and to bring back information for the Board's consideration within 60 days. Staff will provide an update to this assignment during the committee meeting on May 1.

RECOMMENDATION TO COMMITTEE: For discussion.

FINAL REVIEW FOR COMMITTEE BY:

Division Head _____

Chief Executive Officer _____

Legal Counsel _____

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

May 1, 2019

AGENDA ITEM 7: CEO REPORT - INFORMATION

REFERRAL COMMITTEE: N/A

SUBMITTED BY: N/A

SUMMARY:

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

RECOMMENDATION TO COMMITTEE: N/A

FINAL REVIEW FOR BOARD BY:

Division Head _____

Chief Executive Officer _____

Legal Counsel _____

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

May 1, 2019

AGENDA ITEM 9: REVIEW JUNE 5, 2019 DRAFT COMMITTEE MEETING AGENDA – INFORMATION

REFERRAL COMMITTEE: N/A

SUBMITTED BY: Karl Otterstrom, Director of Planning & Development

SUMMARY:

At this time, members of the Planning & Development Committee will have an opportunity to review and discuss the items proposed to be included on the agenda for the June 5, 2019 Committee meeting. Proposed agenda items include:

- Minutes of the May 1, 2019 Committee meeting – *Corrections/Approval*
- Draft 2019 Transit Development Plan: Complete Draft Plan -- *Public Hearing*
- Central City Line: Budget and Readiness Review Updates – *Report*
- East Sprague Transit Signal Priority – *Report*
- Zero Emission Technology Fleet Transition Evaluation – Update – *Report*

RECOMMENDATION TO COMMITTEE: Review and discuss.

FINAL REVIEW FOR BOARD BY:

Division Head _____

Chief Executive Officer _____

Legal Counsel _____

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

May 1, 2019

AGENDA ITEM 10: NEW BUSINESS

REFERRAL COMMITTEE: N/A

SUBMITTED BY: N/A

SUMMARY:

At this time, the Committee will have the opportunity to initiate discussion regarding new business relating to Planning & Development.

RECOMMENDATION TO COMMITTEE: N/A

FINAL REVIEW FOR BOARD BY:

Division Head _____

Chief Executive Officer _____

Legal Counsel _____

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

May 1, 2019

AGENDA ITEM 11: COMMITTEE MEMBERS' EXPRESSIONS

REFERRAL COMMITTEE: N/A

SUBMITTED BY: N/A

SUMMARY:

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

RECOMMENDATION TO COMMITTEE: N/A

FINAL REVIEW FOR BOARD BY:

Division Head _____

Chief Executive Officer _____

Legal Counsel _____