

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

PLANNING & DEVELOPMENT COMMITTEE MEETING

Wednesday, May 2, 2018, 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 (*5 minutes*)
4. Committee Action (*5 minutes*)
 - A. Minutes of the April 4, 2018 Committee Meeting -- *Corrections/Approval*
5. Committee Action (*15 minutes*)
 - A. Board Consent Agenda
 1. FTA Section 5310 Funding Awards -- (*Otterstrom/Howell*)
 - B. Board Discussion Agenda – Committee Recommendation Agenda
(*No items being presented this month*)
6. Reports to Committee (*45 minutes*)
 - A. 2018 Transit Development Plan: 2019-2021 Service Improvements – (*Weinand/Otterstrom/Kenney*)
 - B. 2018 Transit Development Plan: Preliminary 2019-2024 Capital Improvement Program – (*Warren/Tresidder/Otterstrom*)
 - C. 2018 Transit Development Plan: Revenue & Expenditure Forecast Assumptions Update – (*Otterstrom/Warren*)
7. CEO Report (*E. Susan Meyer*) (*10 minutes*)
8. Committee Information
(*No information included this month*)
9. Review June 6, 2018 Committee Meeting Agenda
10. New Business
11. Committee Members' Expressions (*10 minutes*)
12. Adjourn
13. Next Committee Meeting: June 6, 2018 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 2, 2018

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 2, 2018

AGENDA ITEM 3: COMMITTEE CHAIR REPORT

REFERRAL COMMITTEE: N/A

SUBMITTED BY: Al French, 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 2, 2018

AGENDA ITEM 4A: **MINUTES OF THE APRIL 4, 2018 COMMITTEE MEETING –
CORRECTIONS AND/OR APPROVAL**

REFERRAL COMMITTEE: N/A

SUBMITTED BY: Vicki Clancy, Executive Assistant

SUMMARY:

Draft Minutes of the April 4, 2018 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 4, 2018 Meeting, 10:00 a.m.
Spokane Transit Southside Conference Room

MEMBERS PRESENT

Al French, Spokane County*
(via telephone)
Candace Mumm, City of Spokane
Chris Grover, City of Cheney
Veronica Messing, City of Airway Heights
E. Susan Meyer, CEO, Ex-Officio

MEMBERS ABSENT

Sam Wood, City of Spokane Valley

STAFF PRESENT

Karl Otterstrom, Director of Planning & Development
Lynda Warren, Director of Finance & Information Services
Roger Watkins, Chief Operations Officer
Beth Bousley, Director of Communications & Customer Service
Emily Arneson, Ombudsman & Accessibility Officer
Dan Wells, Deputy Director of Capital Development
Mike Tresidder, Associate Transit Planner

GUESTS

Kevin Freeman, City of Millwood
Mike Kunder, AFSCME 3939 President

1. CALL TO ORDER AND ROLL CALL

Chair French chaired the meeting via phone and called the meeting to order at 10:00 a.m. Roll was called and introductions were made.

2. PUBLIC EXPRESSIONS

None.

3. COMMITTEE CHAIR REPORT

Chair French reported that he, Ms. Haley, Mr. Freeman and Mr. Otterstrom met with the FTA Acting Administrator, K. Jane Williams, and staff regarding the Central City Line (CCL). There was a lot of conversation about the recapture on the investment for the CCL, how the project ranks and what STA would contribute to that calculation based upon the administration's new priority of identifying the recapture rate on transit projects. Chair French suggested that in this new legislative environment it is good to be mindful of the percentage STA is asking from the Small Starts Grant program, as well as the dollar amount. Currently, our total ask is lower from a dollar standpoint but higher from a percentage standpoint.

4. COMMITTEE ACTION

A. MINUTES OF THE FEBRUARY 28, 2018 COMMITTEE MEETING (MARCH)

Mr. Grover moved to recommend approval of the February 28, 2018 Planning & Development Committee meeting minutes. The motion was seconded by Chair French and passed unanimously.

5. COMMITTEE ACTION

A. Board Consent Agenda

1. 2018 TRANSIT DEVELOPMENT PLAN: FINALIZE MID-RANGE PLANNING GUIDANCE

Mr. Otterstrom reported on the continuing discussion of the 2018 Transit Development Plan (TDP) and reviewed the background of the plan development. The agency's primary mid-range planning document is the Transit Development Plan and looks beyond the current budget year. The planning horizon of the TDP is through 2024, which is six years plus the current year. Finalizing the Mid-Range Planning Guidance is one step in the process to prepare the annual six-year Transit Development Plan required by WSDOT.

The 2018 Transit Development Plan effort was introduced to the Planning & Development Committee in February. The Committee reviewed last year's Mid-Range Planning Guidance and was offered an opportunity to modify or adjust. At that time, the Committee had no edits. The Mid-Range Planning Guidance as it was prepared for the 2017 TDP is now proposed to be adopted by the Board for inclusion in the 2018 Transit Development Plan. Mr. Otterstrom reviewed Section 4: Guiding Principles & Major Activities (2018-2024) which includes the draft Board Guidance: Foster and Sustain Quality, Maintain a State of Good Repair, Expand Ridership, Proactively Partner in the Community, Advance and Adapt the System Growth Strategy. The 2018 TDP is expected to be adopted in July 2018 and will include the Capital Improvement Program and the Service Implementation Plan. A public hearing will take place in June and the final action in July.

Mr. Otterstrom noted that there was discussion regarding "Proactively Partner in the Community" last year to ensure that it was capturing more than just economic development related to sustainability as STA explores electrifying the fleet and ways to reduce energy consumption on this campus.

Chair French and Mr. Otterstrom encouraged feedback as this is an opportunity to change the text. There was no proposed revisions or amendments to the proposed guidance.

Mr. Grover moved that the committee approve the Final 2018 Mid-Range Planning Guidance as is for Board Consent. Chair French seconded and the motion passed unanimously.

B. Board Discussion Agenda

(No items being presented this month)

6. REPORTS TO COMMITTEE

A. 2018 TRANSIT DEVELOPMENT PLAN: MAJOR ACTIVITIES (2019-2024)

Mr. Otterstrom reviewed the major activities for the 2018 Transit Development Plan. While this is not an action item, it is a step in the process to complete the annual six-year TDP required by WSDOT. The major activities for the six-year plan are a part of Section 4 and include the following categories of activity: Customer and Community Outreach, Service Development, Facilities and Fleet, System Management, Technology and Planning.

10:20 a.m. – Ms Mumm joined the Committee.

These activities are a precursor to the Service Implementation Plan and the Capital Improvement Program which identifies all of the capital improvement projects over a six year period. It is not inclusive of all detail, but provides a sense of overall status for the time period. It is not a stand-alone action item but a condensed sampling of what is taking place within the six-year time period. In May, this Committee will review the draft Capital Improvement Plan along with an outline of the Service Improvement Opportunities. All of these documents will be brought together to create the full TDP and presented to the Committee in June. The public hearing will be in July.

Mr. Freeman asked if the potential for construction of a park and ride lot at Spokane Community College (Upriver Transit Center) should be added to the major activities list. Mr. Otterstrom responded that this could be explored in the future.

B. 2018 TRANSIT DEVELOPMENT PLAN: REVENUE & EXPENDITURE FORECAST ASSUMPTIONS

In order to complete a draft 2018 Transit Development Plan, financial results also need to be affirmed by the Committee. At its October 2015 meeting, the Board provided guidance on the assumptions to be used for the forecast model. These assumptions are reviewed each year. Ms. Warren reviewed the assumptions in preparation to complete the draft 2018 Transit Development Plan in June that covers the years 2019-2024. The Board agreed on the following major assumptions during the 2017 TDP Process:

Revenue

- In the prior TDP, STA assumed sales tax will remain on a 3% trend beginning with 2014 actual amount received. Staff is recommending the new forecast move to a 3.25% trend with one-time adjustments to reflect current economic conditions.
- There is a board-approved fare change effective July 1, 2018.
- FTA Section 5307 Urbanized Formula funds, federal funding that is used primarily for preventative maintenance and is the third largest source of operating revenue, will grow consistent with the growth rate in the 2015 FAST (Fixing America's Surface Transportation) Act and then grow at a 1% rate thereafter through the remainder of the planning horizon.

Expenditures

- The annual budget creates the baseline for operating expenses.
- Operating expenses the year following the budget remain flat.
- *STA Moving Forward* service changes and increases are incorporated into the budget.
- Operating expenses grow at 3% beginning the second year after the budget.
- The Capital Improvement Program is fully funded through the TDP period (2024).

Ms. Meyer shared the value of using a 3% trend line was a decision made in 2015; as a result, to continue to use this percentage is the conservative approach. Discussion ensued regarding the 3.25% trend. Ms. Mumm requested that additional information is provided to show high, medium and low projections, using a 3.25% trend in sales tax growth as the medium forecast.

Ms. Warren reported two expenditure questions that will be analyzed: How does electrification of the fleet impact infrastructure requirements? How will grant funding changes potentially affect key capital initiatives? At the May Committee meeting Lynda Warren will further address the financial forecast (using 3%, 3.25%, 3.5%) and include updates on other grants and the Capital Improvement Program.

7. CEO REPORT

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

- **Cardinal Infrastructure Visit** - Cardinal Infrastructure is a consulting company that includes former FTA officials who advise businesses, state DOTs and transit operators. Cardinal has been a valuable resource as consultants to STA on federal funding matters, especially on the Central City Line and the Small Starts Application, and will be visiting on April 18-19, 2018. Most of the April Board meeting will be dedicated to a discussion with the Board and the two STA consultants, Sherry Little and Sev Miller, who will speak to the current political landscape in Washington D.C.: the federal budget, Small Starts funding, how Congress is considering the value of transit investments and STA project's competitiveness. The regular Board meeting will be adjourned early in order to allot time for this conversation in a special workshop format session. In addition, Ms. Little and Mr. Miller will meet with the Spokane City Mayor and his Cabinet earlier that same day as well as with the Spokane City Council for a study session immediately following the Board workshop. Ms. Meyer requested that invites be extended to the Steering Committee members and members of the Citizen Advisory Committee meeting for the study session. Mr. Miller is a highly regarded expert on the "Buy America" law that pertains to projects funded with federal transit dollars.

- **Grant** – Senator Murray will be announcing tomorrow that STA will receive a grant in response to an application submitted last August.

8. COMMITTEE INFORMATION

(No information included this month)

9. MAY 2, 2018 COMMITTEE PACKET DRAFT AGENDA REVIEW

No changes were suggested at this time.

10. NEW BUSINESS

Mr. Otterstrom reviewed the May 2, 2018 Committee Packet Draft Agenda slide.

11. COMMITTEE MEMBERS' EXPRESSIONS

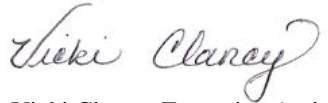
None.

12. ADJOURN

Chair French adjourned the meeting at 10:48 a.m.

13. NEXT COMMITTEE MEETING: MAY 2, 2018 at 10:00 a.m., STA SOUTHSIDE CONFERENCE ROOM, 1230 W. BOONE AVENUE

Respectfully submitted,



Vicki Clancy, Executive Assistant

SPOKANE TRANSIT AUTHORITY

PLANNING & DEVELOPMENT COMMITTEE MEETING

May 2, 2018

AGENDA ITEM 5A1: FTA SECTION 5310 FUNDING AWARDS

REFERRAL COMMITTEE: N/A

SUBMITTED BY: Karl Otterstrom, Director of Planning & Development
Gordon Howell, Principal Transit Planner

SUMMARY:

Spokane Transit Authority (STA) is the designated recipient for federal funds from the Enhanced Mobility of Seniors and Individuals with Disabilities program, also known as Section 5310. The goal of the Section 5310 program is to improve mobility for seniors and individuals with disabilities by removing barriers to transportation services and expanding the transportation options available. As the designated recipient, STA has the responsibility of administering and managing Section 5310 funds among subrecipients within the UZA (urbanized areas). There is currently an estimated sum of \$744,861 in Section 5310 funds from fiscal years 2017-2018 federal appropriations.

FEDERAL TRANSIT ADMINISTRATION (FTA) REQUIREMENTS AND AVAILABLE FUNDS

One of the federal requirements for Section 5310 funding is that a minimum of 55% of the allocation be spent on traditional capital projects, which are capital projects that are carried out by private, non-profit organizations to meet the special needs of seniors and individuals with disabilities. These projects include: purchase of accessible buses or vans; placement of passenger facilities (i.e. benches, shelters); and support for mobility management and coordination programs. The remaining allocation may be used by non-profits, local governments, and other public transportation providers for other 5310 projects which are for capital or operating projects and may include public transportation projects that exceed the requirements of ADA (Americans with Disabilities Act) Paratransit services. Table 1 shows the annual apportionments, the minimum 55% traditional allocation and the remaining 45% maximum to be spent on other projects.

Table 1: Section 5310 Annual Apportionments and Funding by Category

Year	Annual Apportionment	Funding by Category Based on 55% Minimum	
		Traditional	Other
2017	\$383,138	\$210,726	\$172,412
2018*	\$361,723	\$198,948	\$162,775
Total	\$744,861	\$409,674	\$335,187

*Fiscal Year 2018 is a projection based on 6/12th of the annual apportionment, as notified by FTA in February 2018.

Spokane Transit issued a call for projects for Section 5310 funding on February 4, 2018. A public notice was published in the *Spokesman-Review* and notices were posted on the STA and Spokane Regional Transportation Council websites. Spokane Transit also sent letters directly to several area agencies that serve the needs of seniors and people with disabilities inviting them to submit project applications. An informational meeting was held February 21, 2018 to review the funding opportunity with interested agencies and to clarify any questions related to the program or application. Applications were due March 5, 2018. Seven applications were received from six organizations, three of the projects are capital and four are operating projects. The project applications were evaluated by staff from Spokane Transit and Spokane Regional Transportation Council.

The four operating projects accounted for \$432,049 in requests, which was well over the 45% limit in the Other category. The three capital projects accounted for \$121,294 well below the 55% minimum limit in the Traditional

category. Based on federal requirements, when there is still a balance remaining, STA can use the remaining funds for eligible traditional projects. Projects may include the acquisition of vehicles for paratransit and the purchase of transportation services for seniors and people with disabilities. Spokane Transit must certify to FTA that there are no eligible subrecipients to receive the funds.

Table 2 summarizes the projects and scoring.

Table 2: Section 5310 Recommended Project Funding and Scoring*

Applicant	Project Name	Funding Category	Requested Amount	Recommended Award Amount	Average Score (Out of 100)
Arc of Spokane	Transportation Specialist	Other	\$17,449	\$17,449	78
Catholic Charities	Volunteer Chore Services	Other	\$66,600	\$66,600	80.2
COAST	COAST Transportation	Other	\$108,000	\$77,000	91.8
Frontier Behavioral Health	Care Cars	Other	\$240,000	\$114,000	85
COAST	Minivan Purchase	Traditional	\$32,039	\$32,039	82.8
SNAP	Minivan Purchase	Traditional	\$40,000	\$40,000	80.6
Spokane Regional Health District	Coordinated Transportation	Traditional	\$49,255	\$49,255	79
Subtotal			\$555,343	\$396,343	
STA	Complementary Paratransit Service (includes service contracts, vehicle purchase, etc.)	Traditional		\$348,518	N/A
Total				\$744,861	

* Project funding may vary slightly due to vehicle pricing, project revisions and the final FY 2018 apportionment.

The projects are summarized below:

- **Arc of Spokane** – Transportation Specialist
Hire a transportation specialist to schedule and transport clients of Arc’s Supported Living Program. Arc provides services for people with intellectual and developmental disabilities.
- **Catholic Charities** – Volunteer Chore Service
Sustain operations for the Volunteer Chore Service and reduces the number of individuals that are turned away due to lack of funding. Volunteer chore services recruits program volunteers to drive low-income seniors and people with disabilities to medical appointments and to the grocery store.
- **COAST** – Minivan Purchase
Purchase a vehicle to provide rides to seniors and people with disabilities. COAST provides rides free of charge to seniors and people with disabilities. COAST operates with a combination of paid and volunteer drivers.
- **COAST** – Demand Response Transportation
Continue and expand COAST’s Demand Response Transportation program for seniors and people with disabilities. COAST is interested in conducting more outreach to individuals in need. COAST provides rides free of charge to seniors and people with disabilities. **COAST’s original request for operating funding was \$108,000. After discussions with COAST about their operating expense requirements, COAST revised their funding request to \$77,000.**
- **Frontier Behavioral Health** – Care Cars Program
Sustain Care Cars operations and allow for increased marketing and outreach, enhanced referral process and screening efficiencies, and streamlined appointment confirmation process. Care Cars operates a volunteer driver program for seniors and people with disabilities. **Frontier Behavioral Health’s original request was \$240,000**

for operating. After discussions with Care Cars about their operating expense requirements, Frontier Behavioral Health agreed to a revised funding request to \$114,000.

- **SNAP – Mobility Management Services**
Purchase a vehicle to operate SNAP’s Ride to Care program, fill gaps from Medicaid brokerage system and work with other organizations to provide rides to seniors and people with disabilities.
- **Spokane Regional Health District – Mobility Management**
For Community Health Advocates to help seniors and people with disabilities that live at low-income housing locations to access “travel kiosks” to book rides, learn about available services and discuss eligibility.
- **Spokane Transit Authority – Complementary Paratransit Service**
Spokane Transit may purchase paratransit vans or contract service for paratransit service for seniors and people with disabilities.

RECOMMENDATION TO COMMITTEE: Recommend the Board award Section 5310 funding to the grantees and for the amounts listed in Table 2 “Section 5310 Recommended Project Funding and Scoring”. The Board authorizes staff to adjust project funding as necessary to account for vehicle pricing, project revisions and the final FY 2018 apportionment.

FINAL REVIEW FOR BOARD BY:

Division Head _____ Chief Executive Officer _____ Legal Counsel _____

SPOKANE TRANSIT AUTHORITY

PLANNING & DEVELOPMENT COMMITTEE MEETING

May 2, 2018

AGENDA ITEM 6A: **2018 TRANSIT DEVELOPMENT PLAN: 2019-2021 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 2019-2021 SIP (see table below) at the May Planning & Development Committee meeting. A full draft of the SIP will be included in the draft 2018 TDP presented to the Committee in June.

2019-2021 Significant Service Revision Concepts

2019	2019 Overview: The Moran Station Park & Ride, expanded and relocated Upriver Transit Center at SCC, and new station at SFCC are all scheduled to open in September of 2019. These improvements, in combination with the implementation of the Monroe-Regal High-Performance Transit (HPT) Line, provide the opportunity to consider related improvements to other routes, particularly in south Spokane.
	<ul style="list-style-type: none"> • Implement the Monroe-Regal HPT Line.*
	<ul style="list-style-type: none"> • Begin New South Express Commuter Service.*
	<ul style="list-style-type: none"> • Revise service on Route 34 Freya, including creating a coordinated route to serve 17th Avenue and South Perry District from Spokane Community College and in conjunction with new Upriver Transit Center.
	<ul style="list-style-type: none"> • Consider routing revisions to existing, routes on the South Hill as part of implementation of Monroe-Regal Corridor. • In conjunction with new SFCC Transit Station, modify route 33 Wellesley routing to reduce turns, providing more direct trips and improved reliability.
2020	Minor schedule and route revisions.
2021	2021 Overview: The implementation of the Central City Line will provide frequent east-west connections in urban core creating opportunities to improve other routes particularly in north Spokane. Phase II of the West Plains Transit Center will be completed in 2021 allowing faster ingress and egress to the facility and enabling transfers between West Plains Routes in conjunction with the improvements of the Medical Lake Interchange that are to be made by WSDOT.
	<ul style="list-style-type: none"> • Implement the Central City Line (CCL) and change Plaza operations.*
	<ul style="list-style-type: none"> • Revise and improve service to Hillyard.*
	<ul style="list-style-type: none"> • Revise service on North Nevada to connect to the South Hill Park & Ride via the Perry District.*
	<ul style="list-style-type: none"> • Revise the alignment of the route 29 SCC to avoid duplication of the CCL and provide new connections.
	<ul style="list-style-type: none"> • Implement a new 5-Mile to SCC route. • Create a new route between West Central and Hillyard.* • Implement new service between the Valley Transit Center and SCC, via Upriver Drive and Argonne.

	<ul style="list-style-type: none"> • Implement the Cheney HPT Line.*
	<ul style="list-style-type: none"> • Begin a new route connecting Airway Heights to the West Plains Transit Center via the Airport.*
	<ul style="list-style-type: none"> • Improve peak frequency on service to Airway Heights.*

**Service improvements identified in STA Moving Forward*

RECOMMENDATION TO COMMITTEE: Information only.

FINAL REVIEW FOR BOARD BY:

Division Head _____

Chief Executive Officer _____

Legal Counsel _____

SPOKANE TRANSIT AUTHORITY

PLANNING & DEVELOPMENT COMMITTEE MEETING

May 2, 2018

AGENDA ITEM 6B: **2018 TRANSIT DEVELOPMENT PLAN: PRELIMINARY 2019-2024
CAPITAL IMPROVEMENT PROGRAM**

REFERRAL COMMITTEE: N/A

SUBMITTED BY: Lynda Warren, Director of Finance and Information Services
Karl Otterstrom, Director of Planning & Development
Mike Tresidder, Associate Transit Planner

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 2019 – 2014 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. A public hearing will be schedule for June 21, 2018 before the Board of Directors. Final action on the plan is scheduled for July 26, 2018.

RECOMMENDATION TO COMMITTEE: Information only.

FINAL REVIEW FOR BOARD BY:

Division Head _____

Chief Executive Officer _____

Legal Counsel _____

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.

	2019	2020	2021	2022	2023	2024	2019-2024
Local	\$3,016,248	\$0	\$0	\$4,349,888	\$4,001,289	\$3,349,882	\$14,717,307
State	\$0	\$0	\$0	\$3,890,512	\$0	\$0	\$3,890,512
Federal	\$0	\$0	\$0	\$0	\$2,671,146	\$0	\$2,671,146
Total	\$3,016,248	\$0	\$0	\$8,240,400	\$6,672,435	\$3,349,882	\$21,278,965

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.

	2019	2020	2021	2022	2023	2024	2019-2024
Local	\$0	\$7,323,141	\$8,533,167	\$7,904,162	\$5,658,023	\$9,004,198	\$38,422,691
State	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Federal	\$0	\$3,455,000	\$0	\$885,000	\$0	\$903,000	\$5,243,000
Total	\$0	\$10,778,141	\$8,533,167	\$8,789,162	\$5,658,023	\$9,907,198	\$43,665,691

Non-Revenue Vehicles

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

	2019	2020	2021	2022	2023	2024	2019-2024
Local	\$231,000	\$156,500	\$70,000	\$170,000	\$0	\$75,000	\$702,500
State	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Federal	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total	\$231,000	\$156,500	\$70,000	\$170,000	\$0	\$75,000	\$702,500

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.

	2019	2020	2021	2022	2023	2024	2019-2024
Local	\$259,390	\$1,031,193	\$304,140	\$1,215,550	\$358,010	\$902,699	\$4,070,982
State	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Federal	\$853,000	\$0	\$876,000	\$0	\$894,000	\$0	\$2,623,000
Total	\$1,112,390	\$1,031,193	\$1,180,140	\$1,215,550	\$1,252,010	\$902,699	\$6,693,982

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.

	2019	2020	2021	2022	2023	2024	2019-2024
Local	\$443,475	\$406,025	\$336,059	\$384,601	\$277,297	\$1,183,258	\$3,030,715
State	\$225,257	\$174,012	\$0	\$307,681	\$0	\$0	\$706,950
Federal	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total	\$668,732	\$580,037	\$336,059	\$692,282	\$277,297	\$1,183,258	\$3,737,665

Total: Vehicles

	2019	2020	2021	2022	2023	2024	2019-2024
Local	\$3,950,113	\$8,916,859	\$9,243,366	\$14,024,201	\$10,294,619	\$14,515,037	\$60,944,195
State	\$225,257	\$174,012	\$0	\$4,198,193	\$0	\$0	\$4,597,462
Federal	\$853,000	\$3,455,000	\$876,000	\$885,000	\$3,565,146	\$903,000	\$10,537,146
Total	\$5,028,370	\$12,545,871	\$10,119,366	\$19,107,394	\$13,859,765	\$15,418,037	\$76,078,803

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.

	2019	2020	2021	2022	2023	2024	2019-2024
Local	\$5,418,506	\$925,000	\$600,000	\$4,088,334	\$0	\$0	\$11,031,840
State	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Federal	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total	\$5,418,506	\$925,000	\$600,000	\$4,088,334	\$0	\$0	\$11,031,840



DRAFT Capital Programs: 2019-2024

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.

	2019	2020	2021	2022	2023	2024	2019-2024
Local	\$560,000	\$1,935,000	\$0	\$180,000	\$467,610	\$0	\$3,142,610
State	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Federal	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total	\$560,000	\$1,935,000	\$0	\$180,000	\$467,610	\$0	\$3,142,610

Fleck Center - Preservation and Improvements

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

	2019	2020	2021	2022	2023	2024	2019-2024
Local	\$995,000	\$64,000	\$0	\$0	\$0	\$0	\$1,059,000
State	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Federal	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total	\$995,000	\$64,000	\$0	\$0	\$0	\$0	\$1,059,000

Miscellaneous Equipment and Fixtures

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

	2019	2020	2021	2022	2023	2024	2019-2024
Local	\$101,750	\$45,000	\$125,000	\$45,000	\$45,000	\$45,000	\$406,750
State	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Federal	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total	\$101,750	\$45,000	\$125,000	\$45,000	\$45,000	\$45,000	\$406,750

Total: Facilities - Maintenance & Administration

	2019	2020	2021	2022	2023	2024	2019-2024
Local	\$7,075,256	\$2,969,000	\$725,000	\$4,313,334	\$512,610	\$45,000	\$15,640,200
State	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Federal	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total	\$7,075,256	\$2,969,000	\$725,000	\$4,313,334	\$512,610	\$45,000	\$15,640,200

Facilities - Passenger & Operational



DRAFT Capital Programs: 2019-2024

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.

	2019	2020	2021	2022	2023	2024	2019-2024
Local	\$225,000	\$965,000	\$25,000	\$0	\$20,000	\$20,000	\$1,255,000
State	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Federal	\$0	\$160,000	\$0	\$0	\$0	\$0	\$160,000
Total	\$225,000	\$1,125,000	\$25,000	\$0	\$20,000	\$20,000	\$1,415,000

Plaza Preservation and Improvements

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

	2019	2020	2021	2022	2023	2024	2019-2024
Local	\$226,000	\$0	\$0	\$0	\$0	\$0	\$226,000
State	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Federal	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total	\$226,000	\$0	\$0	\$0	\$0	\$0	\$226,000

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.

	2019	2020	2021	2022	2023	2024	2019-2024
Local	\$1,280,000	\$639,750	\$1,243,250	\$1,157,000	\$1,157,000	\$320,000	\$5,797,000
State	\$200,000	\$0	\$0	\$0	\$0	\$0	\$200,000
Federal	\$200,000	\$108,000	\$108,000	\$108,000	\$108,000	\$80,000	\$712,000
Total	\$1,680,000	\$747,750	\$1,351,250	\$1,265,000	\$1,265,000	\$400,000	\$6,709,000

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.

	2019	2020	2021	2022	2023	2024	2019-2024
Local	\$737,000	\$0	\$0	\$0	\$0	\$0	\$737,000
State	\$1,876,000	\$0	\$0	\$0	\$0	\$0	\$1,876,000
Federal	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total	\$2,613,000	\$0	\$0	\$0	\$0	\$0	\$2,613,000



DRAFT Capital Programs: 2019-2024

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.

	2019	2020	2021	2022	2023	2024	2019-2024
Local	\$1,796,274	\$0	\$0	\$0	\$0	\$0	\$1,796,274
State	\$2,694,410	\$0	\$0	\$0	\$0	\$0	\$2,694,410
Federal	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total	\$4,490,684	\$0	\$0	\$0	\$0	\$0	\$4,490,684

Total: Facilities - Passenger & Operational

	2019	2020	2021	2022	2023	2024	2019-2024
Local	\$4,264,274	\$1,604,750	\$1,268,250	\$1,157,000	\$1,177,000	\$340,000	\$9,811,274
State	\$4,770,410	\$0	\$0	\$0	\$0	\$0	\$4,770,410
Federal	\$200,000	\$268,000	\$108,000	\$108,000	\$108,000	\$80,000	\$872,000
Total	\$9,234,684	\$1,872,750	\$1,376,250	\$1,265,000	\$1,285,000	\$420,000	\$15,453,684

Technology

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.

	2019	2020	2021	2022	2023	2024	2019-2024
Local	\$300,000	\$0	\$0	\$0	\$0	\$0	\$300,000
State	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Federal	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total	\$300,000	\$0	\$0	\$0	\$0	\$0	\$300,000

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.

	2019	2020	2021	2022	2023	2024	2019-2024
Local	\$180,000	\$80,000	\$0	\$0	\$0	\$0	\$260,000
State	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Federal	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total	\$180,000	\$80,000	\$0	\$0	\$0	\$0	\$260,000

Communications Technology Upgrades

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

	2019	2020	2021	2022	2023	2024	2019-2024
Local	\$850,000	\$0	\$0	\$0	\$0	\$0	\$850,000
State	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Federal	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total	\$850,000	\$0	\$0	\$0	\$0	\$0	\$850,000

Computer Equipment Preservation and Upgrades

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

	2019	2020	2021	2022	2023	2024	2019-2024
Local	\$150,000	\$150,000	\$175,000	\$175,000	\$150,000	\$150,000	\$950,000
State	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Federal	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total	\$150,000	\$150,000	\$175,000	\$175,000	\$150,000	\$150,000	\$950,000

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.

	2019	2020	2021	2022	2023	2024	2019-2024
Local	\$2,861,507	\$2,132,277	\$0	\$0	\$0	\$0	\$4,993,784
State	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Federal	\$498,493	\$0	\$0	\$0	\$0	\$0	\$498,493
Total	\$3,360,000	\$2,132,277	\$0	\$0	\$0	\$0	\$5,492,277



DRAFT Capital Programs: 2019-2024

Operating & Customer Service Software

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

	2019	2020	2021	2022	2023	2024	2019-2024
Local	\$295,000	\$0	\$0	\$0	\$0	\$0	\$295,000
State	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Federal	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total	\$295,000	\$0	\$0	\$0	\$0	\$0	\$295,000

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.

	2019	2020	2021	2022	2023	2024	2019-2024
Local	\$4,071,500	\$59,500	\$85,900	\$74,600	\$0	\$0	\$4,291,500
State	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Federal	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total	\$4,071,500	\$59,500	\$85,900	\$74,600	\$0	\$0	\$4,291,500

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.

	2019	2020	2021	2022	2023	2024	2019-2024
Local	\$141,773	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$641,773
State	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Federal	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total	\$141,773	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$641,773

Total: Technology

	2019	2020	2021	2022	2023	2024	2019-2024
Local	\$8,849,780	\$2,521,777	\$360,900	\$349,600	\$250,000	\$250,000	\$12,582,057
State	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Federal	\$498,493	\$0	\$0	\$0	\$0	\$0	\$498,493
Total	\$9,348,273	\$2,521,777	\$360,900	\$349,600	\$250,000	\$250,000	\$13,080,550



DRAFT Capital Programs: 2019-2024

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.

	2019	2020	2021	2022	2023	2024	2019-2024
Local	\$0	\$0	\$0	\$0	\$0	\$0	\$0
State	\$9,241,636	\$3,300,000	\$1,000,000	\$0	\$0	\$0	\$13,541,636
Federal	\$6,453,500	\$17,695,500	\$28,276,000	\$1,000,000	\$0	\$0	\$53,425,000
Total	\$15,695,136	\$20,995,500	\$29,276,000	\$1,000,000	\$0	\$0	\$66,966,636

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.

	2019	2020	2021	2022	2023	2024	2019-2024
Local	\$204,372	\$528,000	\$547,000	\$55,000	\$0	\$0	\$1,334,372
State	\$251,000	\$922,000	\$953,000	\$95,000	\$0	\$0	\$2,221,000
Federal	\$154,520	\$0	\$0	\$0	\$0	\$0	\$154,520
Total	\$609,892	\$1,450,000	\$1,500,000	\$150,000	\$0	\$0	\$3,709,892

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.

	2019	2020	2021	2022	2023	2024	2019-2024
Local	\$0	\$496,900	\$1,870,600	\$6,456,000	\$939,400	\$0	\$9,762,900
State	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Federal	\$0	\$290,000	\$689,600	\$2,060,000	\$2,060,000	\$0	\$5,099,600
Total	\$0	\$786,900	\$2,560,200	\$8,516,000	\$2,999,400	\$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.

	2019	2020	2021	2022	2023	2024	2019-2024
Local	\$627,490	\$0	\$1,122,552	\$77,250	\$0	\$0	\$1,827,292
State	\$70,000	\$0	\$0	\$0	\$0	\$0	\$70,000
Federal	\$1,273,176	\$0	\$0	\$0	\$0	\$0	\$1,273,176
Total	\$1,970,666	\$0	\$1,122,552	\$77,250	\$0	\$0	\$3,170,468

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.

	2019	2020	2021	2022	2023	2024	2019-2024
Local	\$2,622,777	\$49,406	\$0	\$0	\$0	\$0	\$2,672,183
State	\$3,000,206	\$66,844	\$0	\$0	\$0	\$0	\$3,067,050
Federal	\$94,889	\$0	\$0	\$0	\$0	\$0	\$94,889
Total	\$5,717,872	\$116,250	\$0	\$0	\$0	\$0	\$5,834,122

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.

	2019	2020	2021	2022	2023	2024	2019-2024
Local	\$200,000	\$300,000	\$850,000	\$2,406,000	\$2,763,387	\$0	\$6,519,387
State	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Federal	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total	\$200,000	\$300,000	\$850,000	\$2,406,000	\$2,763,387	\$0	\$6,519,387

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 of the project with WSDOT's Exit 272 Interchange project.

	2019	2020	2021	2022	2023	2024	2019-2024
Local	\$88,800	\$0	\$0	\$0	\$0	\$0	\$88,800
State	\$911,200	\$0	\$0	\$0	\$0	\$0	\$911,200
Federal	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total	\$1,000,000	\$0	\$0	\$0	\$0	\$0	\$1,000,000



DRAFT Capital Programs: 2019-2024

Total: High Performance Transit Implementation							
	2019	2020	2021	2022	2023	2024	2019-2024
Local	\$3,743,439	\$1,374,306	\$4,390,152	\$8,994,250	\$3,702,787	\$0	\$22,204,934
State	\$13,474,042	\$4,288,844	\$1,953,000	\$95,000	\$0	\$0	\$19,810,886
Federal	\$7,976,085	\$17,985,500	\$28,965,600	\$3,060,000	\$2,060,000	\$0	\$60,047,185
Total	\$25,193,566	\$23,648,650	\$35,308,752	\$12,149,250	\$5,762,787	\$0	102,063,005

Total Capital Improvement Program

	2019	2020	2021	2022	2023	2024	2019-2024
Local	\$27,882,862	\$17,386,692	\$15,987,668	\$28,838,385	\$15,937,016	\$15,150,037	121,182,660
State	\$18,469,709	\$4,462,856	\$1,953,000	\$4,293,193	\$0	\$0	\$29,178,758
Federal	\$9,527,578	\$21,708,500	\$29,949,600	\$4,053,000	\$5,733,146	\$983,000	\$71,954,824
Total	\$55,880,149	\$43,558,048	\$47,890,268	\$37,184,578	\$21,670,162	\$16,133,037	222,316,242

SPOKANE TRANSIT AUTHORITY
PLANNING & DEVELOPMENT COMMITTEE MEETING

May 2, 2018

AGENDA ITEM 6C: **2018 TRANSIT DEVELOPMENT PLAN: REVENUE & EXPENDITURE
FORECAST ASSUMPTIONS UPDATE FOR YEARS 2019 – 2014**

REFERRAL COMMITTEE: N/A

SUBMITTED BY: Lynda Warren, Director of Finance & Information Services
Karl Otterstrom, Director of Planning & Development

SUMMARY:

At the April 2018 Planning & Development Committee meeting, the forecast assumptions to be included in the 2018 Transit Development Plan for Years 2019 – 2024 were discussed. The committee requested staff bring low (3.0% trend), medium (3.25% trend) and high (3.5% trend) sales tax revenue information for discussion. Economic and other information will also be discussed.

RECOMMENDATION TO COMMITTEE: For discussion.

FINAL REVIEW FOR BOARD BY:

Division Head _____

Chief Executive Officer _____

Legal Counsel _____

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

May 2, 2018

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 2, 2018

AGENDA ITEM 9: REVIEW JUNE 6, 2018 DRAFT AGENDA ITEMS – 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 6, 2018 Committee meeting.

Proposed agenda items include:

- Minutes of the May 2, 2018 Committee meeting – *Corrections/Approval*
- Central City Line: Design Update – *Report*
- Draft 2018 Transit Development Plan (Public Hearing) – *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 2, 2018

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 2, 2018

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 _____