

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

PLANNING & DEVELOPMENT COMMITTEE MEETING

Wednesday, October 2, 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 (*10 minutes*)
 - A. Minutes of the September 4, 2019 Committee Meeting -- *Corrections/Approval*
5. Committee Action
 - A. Board Consent Agenda
(*No items being presented this month.*)
 - B. Board Discussion Agenda (*10 minutes*)
 1. Recommended Draft 2020 Annual Strategic Plan – (*Otterstrom*)
6. Reports to Committee (*40 minutes*)
 - A. Proposed 2020 Operating and Capital Budgets – (*Palmer*)
 - B. Shared Mobility – Prioritization of Concepts – (*Otterstrom/Tresidder*)
 - C. Central City Line Update – (*Otterstrom*)
7. Committee Information
(*No information included this month.*)
8. Review October 2, 2019 Committee Meeting Agenda
9. New Business (*10 minutes*)
10. Committee Members' Expressions (*10 minutes*)
11. Adjourn
12. Next Committee Meeting: Wednesday, November 6, 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 AND DEVELOPMENT COMMITTEE MEETING

October 2, 2019

AGENDA ITEM 2 : PUBLIC EXPRESSIONS

REFERRAL COMMITTEE: N/A

SUBMITTED BY: N/A

SUMMARY: At this time, the Planning and 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

SPOKANE TRANSIT AUTHORITY
PLANNING AND DEVELOPMENT COMMITTEE MEETING

October 2, 2019

AGENDA ITEM 3 : COMMITTEE CHAIR REPORT

REFERRAL COMMITTEE: N/A

SUBMITTED BY: Chris Grover, Chair, Planning and 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

SPOKANE TRANSIT AUTHORITY
PLANNING AND DEVELOPMENT COMMITTEE MEETING

October 2, 2019

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

REFERRAL COMMITTEE: N/A

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

SUMMARY: Draft Minutes of the September 4, 2019 Planning and Development Committee meeting are attached for your information, corrections and/or approval.

RECOMMENDATION TO COMMITTEE: Corrections and/or approval.

COMMITTEE ACTION:

RECOMMENDATION TO THE BOARD:

FINAL REVIEW FOR BOARD BY:

Division Head _____ Chief Executive Officer _____ Legal Counsel _____

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

**PLANNING & DEVELOPMENT
COMMITTEE MEETING**

DRAFT Minutes of the September 04, 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
E. Susan Meyer, Chief Executive Officer
Ex-Officio

MEMBERS ABSENT

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

*Chair

STAFF PRESENT

Karl Otterstrom, Director of Planning & Development
Roger Watkins, Chief Operations Officer
Lynda (Warren) Palmer, Chief Financial Officer
Nancy Williams, Director of Human Resources
Brandon Rapez-Betty, Director of Communications & Customer Service
Dan Wells, Deputy Director of Capital Development
Emily Arneson, Ombudsman & Accessibility Officer
Dana Infalt, Executive Assistant to the CEO & Clerk of the Authority
Sam Guzman, Executive Assistant, Operations
Mike Tresidder, Associate Transit Planner

GUESTS

Karen Stratton, City of Spokane
Mike Kunder, AFSCME 3939, President
Kendel Froese, McAloon Law PLLC

PROVIDING LEGAL COUNSEL

Laura McAloon, McAloon Law PLLC

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

Chair Chris Grover 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**

None.

4. **COMMITTEE ACTION**

A. **MINUTES OF THE JULY 10, 2019 COMMITTEE MEETING**

Ms. Pam Haley moved to recommend approval of the July 10, 2019 Planning and Development Committee meeting minutes. The motion was seconded by Mr. Al French and passed unanimously.

5. COMMITTEE ACTION

A. BOARD CONSENT AGENDA

1. FTA SECTION 5310 FUNDING AWARDS RECOMMENDATION

Mr. Otterstrom reported that the purpose of the Federal Transit Authority (FTA) Section 5310 Funding Awards program is to fund projects that improve mobility for seniors and people with disabilities by expanding transportation options. The total available for the 2019 call for projects is \$512,319. This amount is the total of the 2019 apportionment (\$398,319) and the 2018 carry over (\$114,000). A minimum of 55% of the 2019 apportionment must be spent on “Traditional” capital projects and the remainder may be spent on “Other” projects (operating and capital). Spokane Transit solicited applications during a 30-day period from non-profits, local jurisdictions and transportation providers in the area with the following methods:

- Email and/or letter notice of available funding
- Newspaper notice
- Spokane Transit & SRTC website posting
- Informational meeting – April 22nd
- Follow-up contact with interested organizations

Mr. Otterstrom recommended funding be awarded to the following organizations at full requested amounts:

Table 3. Section 5310 Recommended Project Funding*

Applicant	Project Name	Funding Category	Recommended Federal Award Amount
Arc of Spokane	Transportation Win	Traditional	\$88,860*
SNAP (Operating)	Ride to Health	Other	\$119,052
SNAP (Capital)	Dispatch Software and Equipment	Traditional	\$11,200
Southside Community Center	Van Replacement	Traditional	\$55,250*
Spokane Area Jewish Family Services	Transportation Program	Other	\$1,430
Subtotal			\$275,792
STA	Eligible 5310 Projects (includes service contracts, vehicle purchase, etc.)	Traditional / Other	\$236,527
TOTAL			\$512,319

**Project funding may vary due to vehicle pricing and project revisions. Staff is requesting the ability to modify the award amount based on applicable costs such as tax, licensing fees, changes in the vehicle purchase price and other costs related to the vehicle procurement as needed.*

Currently, the requests from outside agencies do not meet the 55% threshold for traditional projects. The recommendation includes funding to STA for eligible 5310 projects, particularly those that are considered traditional projects. This may include a second solicitation for projects. Mr. Otterstrom indicated that some agencies have expressed a need for additional funding should it available.

Mr. Al French moved that the Committee recommend the Board award Section 5310 funding to the grantees and for the amounts listed in Table 3 “Section 5310 Recommended Project Funding” and that the Board authorizes staff to adjust project funding as necessary to account for vehicle pricing, project revisions and to ensure all costs are included for projects. The motion was seconded by Ms. Haley and passed unanimously.

B. BOARD DISCUSSION AGENDA

(No items being presented this month.)

6. REPORTS TO COMMITTEE

A. DRAFT 2020 ANNUAL STRATEGIC PLAN

Mr. Otterstrom presented the draft of the 2020 Annual Strategic Plan which is laid out very similarly to last year. National and regional challenges include traffic congestion and shifting employment, Transportation Network Companies (TNCs), significant economic growth and congestion mitigation efforts using multi-modal approaches. Increasing ridership to serve the public is the focus using the following strategies:

- Add More and Better Bus Service – further improving West Plains Service; new HPT service and capital projects to optimize the network.
- Design and Deliver Core Infrastructure – fare collection system update to begin in 2020; Plaza operation changes.
- Advance and Implement High Performance Transit (HPT) – Central City Line construction expected to begin in the first quarter for 2019. The first projects along the future Cheney Line will be constructed in 2020, include the Four Lakes and Eagle stations.
- Expand Marketing and Communication – focused marketing efforts, expanded pass sales outreach and the implementation of an “On-Demand Mobility” pilot.
- Look to the Future – this strategy is new this year. STA continues to look ahead to ensure preparations for continued growth, increased congestion, etc. This strategy includes launching a major update to *Connect Spokane*, reimagining Division Street Corridor, and preparing an updated facilities master plan.

Staff will bring a final draft to the Committee next month.

B. DRAFT 2020 OPERATING AND CAPITAL BUDGETS

Ms. Palmer presented the Draft 2020 Operating and Capital Budgets and distributed a copy of the 2020-2025 Capital Programs (by Program and Project). The Draft 2020 Operating Budget increased 6.3% from last year, from \$79,541,505 to \$84,530,689. This is due in large part to increases in Paratransit and fixed route service growth. Ms. Palmer’s presentation included a review of operating budget assumptions, revenues, and expenses; capital/fleet replacement contribution budget, the capital budget, and the service level capital budget as well as the following:

Budget Comparison 2019 to 2020				
	2019 Budget	2020 Budget-Draft Level Budget	\$ Change from 2019 Budget	% Change from 2019 Budget
Estimated Revenues:				
Fares & Other Transit Revenue	\$11,807,075	\$12,242,543	\$435,468	3.7%
Sales Tax	77,271,349	84,988,609	7,717,260	10.0%
State Grants	1,409,615	1,604,616	195,001	13.8%
Miscellaneous Revenue	1,080,926	1,559,803	478,877	44.3%
Federal Preventive Maintenance	8,281,473	8,457,040	175,567	2.1%
Subtotal: Operating Revenues	\$99,850,438	\$108,852,611	\$9,002,173	9.0%
Federal Capital Revenue	\$9,989,810	\$30,062,480	\$20,072,670	200.9%
State Capital Revenue	18,469,709	8,120,093	(10,349,616)	-56.0%
Subtotal: Capital Revenue	\$28,459,519	\$38,182,573	\$9,723,054	34.2%
Total Revenue	\$128,309,957	\$147,035,184	\$18,725,227	14.6%
Decrease in Cash Balance*	20,727,619	9,796,506	(10,931,113)	-52.7%
Total Source of Funds	\$149,037,576	\$156,831,690	\$7,794,114	5.2%
Estimated Expenditures:				
Fixed Route	\$52,327,727	\$54,580,233	\$2,252,506	4.3%
Paratransit	14,909,917	17,155,000	2,245,083	15.1%
Vanpool	706,231	708,120	1,889	0.3%
Plaza	1,876,554	1,883,379	6,825	0.4%
Administration	9,721,075	10,203,957	482,881	5.0%
Total Operating Expenses	\$79,541,505	\$84,530,689	\$4,989,184	6.3%
Capital Expenditures - Includes FR & PT Fleet	\$57,367,759	\$63,464,547	\$6,096,788	10.6%
FR & PT Fleet Replacement Allocation	12,128,312	8,836,454	(3,291,858)	-27.1%
Total Use of Funds	\$149,037,576	\$156,831,690	\$7,794,114	5.2%

2020 Cash and Reserve Analysis

	2020 Draft Level Budget
OPERATING ACTIVITIES	
Revenue (excluding capital grants)	\$108,852,611
Operating Expense	(\$84,530,689)
Revenue Over / (Under) Operating Expenses	\$24,321,922
CAPITAL ACTIVITIES (Local Funds)	
Purchase of Property, Plant, and Equipment	(18,167,188)
FR & PT Fleet Replacement Allocation	(8,836,454)
Total Local Cash Used for Capital Activities	(27,003,642)
NET DECREASE IN CASH	(2,681,720)
CASH (Projected beginning 2020)	45,423,218
CASH (Projected ending 2020)	42,741,498
BOARD DESIGNATED RESERVES	
Operating Reserve (15% of Operating Expenses)	(12,679,603)
Risk Reserve	(5,500,000)
Right of Way Acquisition Reserve	(4,950,000)
Total Board Designated Reserves¹	(23,129,603)
2020 Estimated End of Year Cash Balance After Reserves²	\$19,611,895

¹ In addition to the Board designated reserves, STA maintains a cumulative reserve for unforeseen claim costs of \$357,000 which is part of the public entity surety required by the Department of Labor and Industries.

² Estimated end of year cash balance after reserves are used for future capital expenditures included in the 2020-2025 Capital Improvement Plan. This excludes the projected end of year cash balance in the Fleet Replacement Fund projected to be \$24,178,433 as of December 31, 2020.

Next steps include a presentation of the Draft 2020 Operating and Capital Budgets to the STA Board on September 19th, a citizen and employee outreach in October, the proposed budgets presentation to the Planning & Development Committee on October 2nd, a public hearing for the proposed budgets on October 17th, recommendations of the final proposed budgets on November 6th and Board adoption of the final proposed operating and capital budgets on November 21st.

C. DIVISION LINE HIGH PERFORMANCE TRANSIT (HPT) STUDY OVERVIEW

Mr. Otterstrom presented the Division Line High Performance Transit (HPT) Study Overview. This project is in regional planning documents and is identified in both *Connect Spokane* and *STA Moving Forward (STAMF)*. A jointly funded project with Spokane Regional Transportation Council (SRTC), the SRTC funding agreement passed unanimously at the February 21, 2019 STA Board meeting.

The study is to be completed in two phases. Phase I involves analysis and ultimately the selection of a preliminary HPT preferred alternative. Phase I study findings will inform the scope of the next phase. Project Kick-off is anticipated for fall 2019, with Phase I completion expected in late 2020. Phase II will continue from that point with an expected completion in late 2021 or early 2022. The overall scope and schedule of community outreach efforts are being negotiated at this time.

D. ZERO EMISSION TECHNOLOGY FLEET TRANSITION EVALUATION UPDATE

Mr. Watkins presented the Monroe-Regal Line Zero Emission Bus Deployment Implementation Plan. This highly detailed, 59-page plan includes: route and bus modeling, rate modeling, bus procurement plan, infrastructure requirements/recommendations, training, deployment strategy, data collection plan and the project schedule. The total round-trip distance is a little over 22 miles and takes about two hours and seven minutes (not including recharge time.) Under nominal conditions and strenuous conditions (about 20° Fahrenheit and full utilization of the heating system) both Proterra and New Flyer 40-foot battery electric buses exceed the charging capacity requirements per route. The Moran Station does include an on-route charging station. STA will procure up to ten 40-foot battery electric buses (BEBs) for this project. Both classroom and hands on training will be provided for operators, maintenance employees, facilities and grounds employees and First Responders.

7. COMMITTEE INFORMATION

(No information included this month.)

8. REVIEW OCTOBER 2, 2019 COMMITTEE MEETING AGENDA

Mr. Otterstrom noted Division Street may shift from the October Planning and Development Committee meeting agenda to November.

9. NEW BUSINESS

(No information included this month.)

10. COMMITTEE MEMBERS' EXPRESSIONS

Ms. Meyer requested that members review the additional meeting handouts:

- “Life in Motion” brochure – from Communications. A year in review and a look ahead.
- “Try Route 95” – from Communications. A coupon for a free two-hour pass on the Route 95.
- Curing Spokane Claims Email – from Brandon Rapez-Betty. Accurate information in response to the “Curing Spokane” claims and media questions.

Chair Grover thanked Mr. Rapez-Betty for the impressive STA information on social media.

11. ADJOURN

Chair Grover adjourned the meeting at 11:02 a.m.

12. NEXT COMMITTEE MEETING: WEDNESDAY, OCTOBER 2, 2019 at 10:00 a.m. (STA SOUTHSIDE CONFERENCE ROOM, 1230 W. BOONE AVENUE, SPOKANE, WA)

Respectfully submitted,



Victoria L. Clancy, Executive Assistant

SPOKANE TRANSIT AUTHORITY

PLANNING & DEVELOPMENT COMMITTEE MEETING

October 2, 2019

AGENDA ITEM 5B1 : RECOMMENDED DRAFT 2020 ANNUAL STRATEGIC PLAN

REFERRAL COMMITTEE: N/A

SUBMITTED BY: E. Susan Meyer, Chief Executive Officer
Karl Otterstrom, Director of Planning & Development

SUMMARY:

A critical review of the organization's fundamental direction is important to meet new opportunities and challenges. The Annual Strategic Plan provides guidance to help shape Spokane Transit's activities for the upcoming year.

The draft 2020 Annual Strategic Plan was reviewed by the Committee at the September 4th meeting and presented to the board meeting on September 20th. There have been no material changes to the attached plan since the draft was presented last month.

RECOMMENDATION TO COMMITTEE: Recommend approval to the Board of the 2020 Annual Strategic Plan as presented.

COMMITTEE ACTION:

RECOMMENDATION TO BOARD:

FINAL REVIEW FOR BOARD BY:

Division Head _____

Chief Executive Officer _____

Legal Counsel _____

2020 Strategic Plan

Draft: September 4, 2019

INTRODUCTION

The 2020 strategic plan is the road map for the fourth year of wise investments in expanded and improved service, along with the infrastructure and amenities to support them, consistent with the commitments in the *STA Moving Forward* plan and voter approval of its funding. Our focus is on making transit an even easier, more convenient option for travelers, which will support economic growth and address growing traffic challenges. Even while we continue to complete new projects and services, in 2020 we will launch our planning effort to define what transit might look like beyond *STA Moving Forward*.

2020 GOAL & STRATEGY OVERVIEW

Goal: Increase Ridership

Strategies

1. Add more and better bus service
2. Design and deliver core infrastructure
3. Advance and implement High Performance Transit (HPT)
4. Expand marketing and communication
5. Look to the future

PLAN BASIS

The 2020 Strategic Plan provides a focused view of the specific activities Spokane Transit will take in the coming year. The strategy elements represent the agency's highest priorities, and are guided by its vision and mission statements, as well as publicly vetted and Board-approved plans including: STA's comprehensive plan, *Connect Spokane*, the six-year *Transit Development Plan* (TDP), and the 10-year plan, *STA Moving Forward*.

PLAN CONTEXT

While this plan focuses specifically on the priority strategies for 2020, it is important to acknowledge they are enabled by the foundational work performed by STA and our

VISION

Spokane Transit aspires to be a source of pride for the region.

MISSION

We are dedicated to providing safe, accessible, convenient, and efficient public transportation services to the Spokane region's neighborhoods, business and activity centers.

We are leaders in transportation and a valued partner in the community's social fabric, economic infrastructure and quality of life.

partners in the region to address transportation challenges, as well as population and employment growth.

PLAN FUNDING

Operating and capital funding for new investments, as well as maintaining the already robust regional system, is provided by three major sources: fares paid by passengers, federal and state grants, and local, voter-approved sales tax.

NATIONAL & REGIONAL CHALLENGES

The strategies in the 2020 plan originate from a variety of documents approved by STA's Board of Directors, composed of elected officials appointed by their jurisdictions in the Public Transportation Benefit Area and a non-voting representative of labor. Those plans provide conceptual and specific solutions that aim to address challenges at the local and national levels:

- ☞ Traffic congestion and shifting employment centers create challenges for transit usage throughout the country.
- ☞ Transportation Network Companies (TNCs) like Uber and Lyft provide a transportation alternative, but add to traffic challenges, are not affordable to many low-income travelers or accessible to some people with disabilities.
- ☞ Significant economic growth in Spokane County will continue to strain the region's transportation infrastructure.
- ☞ Congestion mitigation efforts must include a multi-modal approach to maximize transportation investments.

GOAL & STRATEGIES

Goal: Increased Ridership

- ☞ **Fixed-Route Bus** – STA's goal is to increase fixed-route bus ridership to 10.6 million rides, approximately 5% above 2019 levels. Significant new and improved services were added in 2017, 2018 and 2019, and will increase another 2.8% in 2020. Ridership response to new service can take 18 to 36 months to fully develop.
- ☞ **Paratransit** – STA projects a 1.5% increase in Paratransit ridership over 2019 to 472,000 rides. Mobility Training will continue to encourage fixed-route bus ridership, reserving Paratransit service for those whose disabilities prevent them from using regular bus service.
- ☞ **Vanpool** STA's goal is to increase Vanpool ridership by 1% to 163,000 rides.

PRIORITIES

Ensure Safety

Earn and Retain
the Community's Trust

Provide Outstanding
Customer Service

Enable
Organizational Success

Exemplify
Financial Stewardship

Strategy 1: Add More and Better Bus Service

☞ **Further Improve West Plains Service** – As a partnership with WSDOT and in fulfillment of the *STA Moving Forward* plan, the West Plains Transit Center will have direct transit-only access to the I-90 Medical Lake Interchange in the second half of 2020. Service adjustments will allow more buses traveling between Cheney and Spokane to use the facility, and, enable service to extend to the University District, creating a direct link between EWU and the University District.

Other Service Improvements – New HPT service and capital projects will enable other improvements to optimize the network. STA has begun a public outreach process to develop service change recommendations to coincide with the implementation of the Central City Line. When possible, some of these improvements may be accelerated.

Strategy 2: Design and Deliver Core Infrastructure

☞ **Fare Collection System** – Implementation of the fare collection system update will begin in 2020 and is expected to be completed in 2021. While this project was originally expected to begin in 2019, technological advances shifted the focus from an upgrade to the farebox to a myriad of fare options. This includes ticket vending machines, four of which will be installed as a pilot on Sprague Avenue by the end of 2019, and the capability for mobile ticketing with validators that can read a variety of fare instruments. The system will also be account based which will allow customers to load smart cards via the internet or phone. Due to the significant changes anticipated with the new fare system, staff recommends any fare changes be postponed until after the system is fully implemented.

☞ **Plaza Operations** – In pursuit of STA's commitment to limit bus-boarding activity to the curb space around The Plaza, the second phase of implementation will include changes on Riverside and the west side of Wall street to allow larger buses to load on southbound Wall Street. This will enable all routes serving the lower South Hill to load in the same location.

Strategy 3: Advance and Implement High Performance Transit (HPT)

☞ **Central City Line** – The planned 5.8-mile corridor-based Bus Rapid Transit route from Browne's Addition to Spokane Community College by way of downtown and the University District, including Gonzaga University, reached major milestones in 2019, including identifying all project funding and completion of design. Battery electric buses will be ordered in late 2019 and construction is expected to begin in the first quarter 2020. Upon guidance from FTA, the project completion has extended to summer 2022 from the original target fall 2021 identified in *STA Moving Forward*. Proactive and engaging communications with our customers, neighborhood and business stakeholders and the public at large will be sustained through the construction phase.

☞ **Cheney Line** – The Cheney Line will extend across a regional corridor to connect Cheney and the West Plains to Spokane. STA will deliver a new Four Lakes Station and the new Eagle Station to be located on Elm Street near the EWU Pence Union Building (PUB) in 2020. Design work will take place during 2020 to prepare for construction of the remaining stations and stops in 2021.

- ☞ **Division Line** –Service is provided every 15 minutes with larger vehicles to meet demand on this route with the highest ridership in the system. Since 2018, STA has delivered over 5,500 linear feet of new sidewalk, provided 16 new sheltered stops, and improved ADA accessibility and upgraded shelters at another 13 stops. Because of favorable bids and cost savings in the project, STA will be able to provide additional sidewalk and more bus stops than originally planned, extending work into 2020.
- ☞ **Monroe-Regal Line** – Route 4 will launch September 2019 with frequent service spanning an 11-mile, crosstown route. Additional shelters and infrastructure that will accommodate high performance transit elements at nearly a dozen locations are in place. During 2020 HPT amenities will be added at many of the busiest stops and stations. We will also order battery electric buses for use on the corridor in 2021.
- ☞ **Sprague Line** –Ahead of schedule, the City of Spokane continues to advance work along Sprague between Division Street and the Hamilton Street Bridge that will include HPT stations. We will seek state funding opportunities to leverage local commitment in high performance transit in the corridor to expand the number of improvements that can be accomplished.
- ☞ **I-90/Valley Line** – In preparation for future implementation, public outreach and design work has begun. We will be seeking opportunities to leverage state funding for this important regional mobility project.

Strategy 4: Expand Marketing and Communication

- ☞ **Focus Marketing and Communication Efforts** – Travelers value transportation options in different ways. Marketing and communications will highlight specific transit improvements and how they create practical value to various audiences.
- ☞ **Expand Pass Sales Outreach** – STA will increase participation in the Employer Sponsored Bus Pass program, the Shuttle Park program (formerly named City Ticket), and to increase group pass sales. The 2019 Spokane Youth Card pilot program points to expanded opportunities to work with key demographics to expand ridership and community interest in transit.
- ☞ **Implement an “On-Demand Mobility” pilot** – As a second phase of the 2019 mobility management efforts, STA will test one or more on-demand mobility pilot projects to address the provision of service to places without fixed route bus service.

Strategy 5: Look to the Future

- ☞ **Launch a major update to *Connect Spokane*** – In 2010 the STA Board of Directors adopted its first comprehensive plan in more than a decade. That plan, including major updates in 2013 and 2017, has been instrumental in guiding the agency through the planning and design of *STA Moving Forward*. A major update is warranted as we anticipate the completion of *STA Moving Forward* investments in 2025 and continued regional growth and change.

- ☞ **Reimagine Division Street Corridor** - During 2020 the Spokane Regional Transportation Council (SRTC) and STA will develop a preferred alternative for a bus rapid transit alignment along this important corridor. This milestone is part of the “Division Reimagined” study that is being done in partnership with the City of Spokane, WSDOT and Spokane County to explore land use and multi-modal alternatives along the corridor. STA will seek grant opportunities to fund continued environmental and planning studies into 2022 to prepare for project development.
- ☞ **Prepare an updated facilities master plan** – This plan will address future system-wide requirements for maintenance, operations, and administration. It is anticipated to identify requirements that are beyond our current capital program and address strategic actions, such as fleet electrification.

Additional information about each project can be found online at www.stamovingforward.com.

CONCLUSION

Two thousand twenty will see the next phase of growth in mobility in the greater Spokane region. We remain dedicated to strong collaborative partnerships with the cities and Spokane County, whose residents we are privileged to serve. The strategies outlined in this document reflect our ongoing commitment to bringing the *STA Moving Forward* vision to life.

SPOKANE TRANSIT AUTHORITY
PLANNING AND DEVELOPMENT COMMITTEE MEETING

October 2, 2019

AGENDA ITEM 6A : PROPOSED 2020 OPERATING AND CAPITAL BUDGETS

REFERRAL COMMITTEE: N/A

SUBMITTED BY: E. Susan Meyer, Chief Executive Officer
Lynda Palmer, Chief Financial Officer

SUMMARY: Staff will present an automated video regarding the proposed 2020 Operating and Capital Budgets.

A public hearing on the proposed 2020 Operating and Capital Budgets will be held at the October 17, 2019, Board of Directors meeting at 1:30 p.m. at 1229 W. Boone Avenue in the Southside conference room.

RECOMMENDATION TO COMMITTEE: Information.

SPOKANE TRANSIT AUTHORITY

PLANNING & DEVELOPMENT COMMITTEE MEETING

October 2, 2019

AGENDA ITEM 6B : SHARED MOBILITY – PRIORITIZATION OF 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/Uber/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. In May 2019 staff presented on the two primary shared mobility concepts identified for further exploration:

- Mobility On-Demand (MOD)
 - Microtransit service – STA or outside contractor (e.g. Via)
 - Ridehailing partnership
- Mobility Hubs

In addition, staff presented on potential areas within the PTBA where the Shared Mobility concepts might be applied. Those areas, and associated concepts, were:

Mobility on Demand	Mobility Hub
5-Mile Prairie	5-Mile Park & Ride
Airway Heights Recreation Center	South Hill Park & Ride
Fairchild Air Force Base	Moran Station Park & Ride
Peaceful Valley	
<i>Mead / Colbert (added since 5/2019 meeting)</i>	

In July 2019, staff presented initial proposed criteria for selecting shared mobility projects. The criteria were assembled to give Board members, staff, and our customers a transparent way of assessing the utility and feasibility of the application of various shared mobility concepts in the region.

Based on feedback from the Planning & Development Committee, staff have:

- Refined and expanded the initial criteria to provide further clarity and transparency
- Provided an initial evaluation for review and comment and
- Identified the appropriate MOD service.

The evaluation results will be presented during the committee meeting. Staff will identify next steps in furthering the implementing Mobility-on-Demand concepts.

RECOMMENDATION TO COMMITTEE: Discussion.

SPOKANE TRANSIT AUTHORITY

PLANNING & DEVELOPMENT COMMITTEE MEETING

October 2, 2019

AGENDA ITEM 6C : CENTRAL CITY LINE UPDATE

REFERRAL COMMITTEE: N/A

SUBMITTED BY: Karl Otterstrom, Director of Planning & Development
Dan Wells, Deputy Director Capital 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.

There are significant milestones for the Central City Line project that are approaching. Staff will provide an update on those actions.

RECOMMENDATION TO COMMITTEE: Information.

SPOKANE TRANSIT AUTHORITY

PLANNING AND DEVELOPMENT COMMITTEE MEETING

October 2, 2019

AGENDA ITEM 8 : REVIEW NOVEMBER 6, 2019 DRAFT COMMITTEE MEETING
AGENDA -- INFORMATION

REFERRAL COMMITTEE: N/A

SUBMITTED BY: Karl Otterstrom, Director of Planning and Development

SUMMARY: At this time, members of the Planning and Development Committee will have an opportunity to review and discuss the items proposed to be included on the agenda for the November 6, 2019 Committee meeting. Proposed agenda items include:

- Minutes of the October 2, 2019 Committee meeting – *Corrections/Approval*
- Adoption of 2020 Operating and Capital Budgets – *Board Consent*
- Draft 2020 Planning and Development Committee Work Program -- *Report*
- Connect Spokane Major Update: Review Draft Scope of Work – *Report*
- Central City Line: Approval of Scope of Work for Construction -- *Consent Agenda*
- Division Line: Review Project Purpose and Need Statement – *Report*
- Zero Emission Technology Fleet Transition Evaluation: Review Findings and Recommendations -- *Report*

RECOMMENDATION TO COMMITTEE: Review and discuss.

COMMITTEE ACTION:

RECOMMENDATION TO THE BOARD:

FINAL REVIEW FOR BOARD BY:

Division Head _____ Chief Executive Officer _____ Legal Counsel _____

SPOKANE TRANSIT AUTHORITY
PLANNING AND DEVELOPMENT COMMITTEE MEETING

October 2, 2019

AGENDA ITEM 9: 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 and Development.

RECOMMENDATION TO COMMITTEE: N/A

SPOKANE TRANSIT AUTHORITY
PLANNING AND DEVELOPMENT COMMITTEE MEETING

October 2, 2019

AGENDA ITEM 10 : COMMITTEE MEMBER'S EXPRESSIONS

REFERRAL COMMITTEE: N/A

SUBMITTED BY: N/A

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

RECOMMENDATION TO COMMITTEE: N/A