

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

PLANNING & DEVELOPMENT COMMITTEE MEETING

Minutes of the October 5, 2022, Meeting
Via Video Conference

MEMBERS PRESENT

Al French, Spokane County – *Chair*
Karen Stratton, City of Spokane
Tim Hattenburg, City of Spokane Valley
Dan Dunne, Small Cities Representative
(Liberty Lake), *Ex Officio*
Dan Sander, Small Cities Representative
(Millwood) *Ex Officio*
Betsy Wilkerson, City of Spokane
E. Susan Meyer, Chief Executive Officer
Ex Officio

STAFF PRESENT

Karl Otterstrom, Chief Planning & Development
Officer
Brandon Rapez-Betty, Chief Operations Officer
Monique Liard, Chief Financial Officer
Nancy Williams, Chief Human Resources Officer
Carly Cortright, Chief Communications & Customer
Service Officer
Vicki Clancy, Executive Assistant to the Chief
Planning & Development Officer

PROVIDING LEGAL COUNSEL

Mike Connelly, Etter, McMahon, Lamberson, Van
Wert & Oreskovich, P.C.

1. CALL TO ORDER AND ROLL CALL

Chair Al French called the meeting to order at 10:00 a.m. and Mrs. Vicki Clancy conducted roll call.

2. COMMITTEE CHAIR REPORT

Chair French is looking forward to the APTA Conference next week.

3. COMMITTEE ACTION

A. MINUTES OF THE AUGUST 31, 2022 (SEPTEMBER), COMMITTEE MEETING

Ms. Karen Stratton moved to approve the August 31, 2022, Planning and Development Committee meeting minutes. Chair Al French seconded, and the motion was approved unanimously.

4. COMMITTEE ACTION

A. BOARD CONSENT AGENDA

1. I-90 / VALLEY HIGH PERFORMANCE TRANSIT CORRIDOR DEVELOPMENT PLAN

Mr. Otterstrom presented. I-90 / Valley is one of the six High Performance Transit (HPT) corridors slated for improvements in STA Moving Forward (STAMF). STAMF commitments include capital and operating projects to be launched in 2025. Mr. Otterstrom reviewed the long range vision for the HPT architecture, the timeline and engagement process, and the core recommendations. Following a period of additional public outreach, STA staff and the consultant team led by KPFF engineers have prepared a final draft of the Corridor Development Plan (CDP) for I-90 / Valley High Performance Transit (HPT). Staff reviewed the

final draft plan and the Committee’s endorsement for Board approval. The final draft Corridor Development Plan can be found at spokanetransit.com/i90.

Mr. Dan Dunne was thrilled with the recommended improvements within the City of Liberty Lake, the possibility of leveraging tax increment financing (TIF) and Local Infrastructure Financing Tool (LIFT) funding for the transit facility and the opportunity it creates for Liberty Lake.

Ms. E. Susan Meyer asked Mr. Otterstrom to explain a flyer stop in relation to the proposed Argonne Station Park and Ride, which includes a flyer stop on the eastbound leg of the freeway interchange. A flyer stop is a “Washington home grown” term from the 70’s and 80’s describing transit leverage via on/off ramps to access a bus stop without having to circulate through local streets.

Chair French asked if the housing development growth in Post Falls has been considered in the transit development plan process. Mr. Otterstrom responded that it is worth considering in annual planning efforts. WSDOT has a strong interest in exploring a park & ride at Stateline, Idaho.

STA will continue efforts to obtain transit priority to access and travel upon regional highways and arterials in the corridor.

Chair French asked about the total of all projects. Mr. Otterstrom confirmed the total cost estimate to be \$36m.

Mr. Tim Hattenburg moved to recommend the Board of Directors approve the I-90 / Valley High Performance Transit Corridor Development Plan. Ms. Karen Stratton seconded, and the motion was approved unanimously.

B. BOARD DISCUSSION AGENDA

(No items being presented this month.)

5. REPORTS TO COMMITTEE

A. DRAFT 2023 ACTION PLAN

Mr. Otterstrom reviewed the draft 2023 Action Plan including the proposed core actions: 1. Design and deliver core infrastructure 2. Advance and implement High Performance Transit (HPT) 3. Improve the customer experience 4. Look to the future. With committee input and review, it will be finalized for action by the November committee and board meetings prior to the adoption of the 2023 operating and capital budgets.

Mr. Dunne thanked STA for participating in the Drive Electric Exhibition event at the STA Park & Ride in Liberty Lake.

B. DRAFT 2023 OPERATING AND CAPITAL BUDGETS

Ms. Monique Liard presented the draft 2023 Operating and Capital Budgets which is in line with the recently revised STA Vision and Mission statements, the organizational priorities, and board guidance.

Operating Budget – The draft budgets assume \$155,505,144 in operating revenues, an increase of \$10,260,212 (7.1%) compared to the 2022 adopted budget of \$145,244,932. State and Federal grants are the biggest contributors to the revenue changes. For 2023, staff recommends

budgeted sales tax revenue be kept flat to 2022 actual through August 2022 and then use the 2022 budgeted revenue for September and December.

Chair French stated that the sales tax this year outpaced last year and the projections. This last year Spokane County added \$1.5 billion to taxable assessed value of new construction. However, there appears to be a slow-down in permitting and residential construction. With this in mind, Chair French asked what STA is projecting for next year. Ms. Liard responded that STA is reflecting a 9/10th of a percent (0.9%) increase over what was projected for 2022; not the 3.5% as that is too aggressive in light of the uncertainty in the environment.

Capital Budget – The 2023 capital budget total is forecasted to be at \$76,201,204 plus a fleet replacement contribution of \$16,108,885, for a total of \$92,310,089. Funding sources include federal (\$18,560,176 – 24.4% of the total), state (\$4,566,422 – 6.0% of the total), and local (\$53,074,606 – 69.7%). It was noted that the 2023 Capital budget was decreased by \$8,626,455 from 2023-2028 CIP which was included in the TDP to account for timing of projects and updates to costs – 2023 capital in CIP was \$84,867,660.

Ms. Liard reviewed the budget comparison 2022 to 2023 and the 2023 cash and reserve analysis. STA will put to the board for consideration the implementation of a Real Estate Acquisition Reserve of \$25,000,000. STA will be working on a Facilities Master Plan next year.

This draft will be reviewed at the October Board meeting. A public hearing will take place at the November 17, 2022, Board meeting. Board adoption will take place on December 15, 2022. STA welcomes one-on-one briefings if desired by Board members.

Chair French would like to have a slide showing farebox recovery for future presentations.

C. DIVISION STREET BUS RAPID TRANSIT: FALL 2022 PUBLIC OUTREACH

Mr. Otterstrom presented a brief overview of the project. Division Street Bus Rapid Transit (BRT) is envisioned to be the second BRT line in the Spokane region, extending from downtown Spokane along the Division Street corridor for approximately nine miles to the Mead area. STA has contracted with Parametrix to provide design and engineering services on this project. The project team has planned for the first stage of public outreach during Fall 2022 to obtain further input on station locations, downtown routing alternatives and the northern routing and terminal. Mr. Otterstrom reviewed planning outreach activities which include an online story map and feedback survey, neighborhood council presentations, downtown routing, interviews with key stakeholders, etc. The survey is expected to close around the end of November.

6. CEO REPORT

Ms. E. Susan Meyer presented the CEO Report:

September 2022 Voter-Approved Sales Tax Revenue (July Sales) Update – Actual (\$9,711,411) compared to budget (\$8,541,727). Sales tax revenue is 5.2% YTD above budget (\$4.1M), 6.9% above July 2021 actuals (\$0.6M), and 7.2% YTD above 2021 actuals (\$5.6M).

Connect Card – On Saturday, October 1, 2022, STA launched the new Fare Collection System, *Connect*, and implemented the Connect card. Thanks were extended to Ms. Monique Liard, Chief Financial Officer, who has led this significant project.

7. COMMITTEE INFORMATION - *None*
8. REVIEW NOVEMBER 2, 2022, COMMITTEE MEETING AGENDA
9. NEW BUSINESS - *None*
10. COMMITTEE MEMBERS' EXPRESSIONS

Mr. Dan Dunne thanked the committee for the due diligence and the level detail that is always presented for consideration.

11. ADJOURN

With no further business to come before the Committee, Chair French adjourned the meeting at 11:30 a.m.

NEXT COMMITTEE MEETING: WEDNESDAY, NOVEMBER 2, 2022, at 10:00 a.m. VIA WEBEX.

Respectfully submitted,



Vicki Clancy, Executive Assistant
Planning & Development Department