

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

PLANNING AND DEVELOPMENT COMMITTEE MEETING

Minutes of the June 1, 2022, Board Meeting
Via Video Conference

MEMBERS PRESENT

Al French, Spokane County – *Chair*
Karen Stratton, City of Spokane
Tim Hattenburg, City of Spokane Valley
E. Susan Meyer, Chief Executive Officer
Ex Officio

MEMBERS ABSENT

Betsy Wilkerson, City of Spokane
Dan Dunne, Small Cities Representative
(Liberty Lake), *Ex Officio*
Dan Sander, Small Cities Representative
(Millwood) *Ex Officio*

STAFF PRESENT

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

PROVIDING LEGAL COUNSEL

Laura McAloon, McAloon Law PLLC

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 complimented STA staff on successfully advertising the new driver recruiting program.

3. COMMITTEE ACTION

A. MINUTES OF THE MAY 4, 2022, COMMITTEE MEETING

Mr. Tim Hattenburg moved to approve the May 4, 2022, Planning and Development Committee meeting minutes. Ms. Karen Stratton seconded, and the motion was approved unanimously.

4. COMMITTEE ACTION

A. BOARD CONSENT AGENDA

1. 2023-2025 REGIONAL MOBILITY GRANT APPLICATION APPROVAL

Mr. Karl Otterstrom presented. The Washington State Regional Mobility Grant (RMG) Program supports local efforts to improve connectivity between counties and regional population centers and reduce transportation delay. Staff is seeking Board approval to submit a grant application to the RMG Program for the Argonne Station Park & Ride in the amount of \$10 million. This park and ride is envisioned to be a key connection point along the I-90 / Valley High Performance Transit corridor, one of the most congested corridors in eastern Washington. The facility's purpose is to increase capacity for commuters, provide new connectivity, and improve multimodal access to the area. The facility has been included in *Connect Spokane* since 2013 and the Spokane Regional Transportation Council (SRTC)

Metropolitan Transportation Plan since 2013. It was not included in the *STA Moving Forward* plan but was anticipated as a project that would come later than 2015. Mr. Otterstrom reviewed the preliminary design concepts and project scope.

Mr. Tim Hattenburg moved to recommend the Board of Directors approve submittal of a Washington State Regional Mobility Grant application for up to \$10 million for the Argonne Station Park and Ride project. Ms. Stratton seconded, and the motion was approved unanimously.

2. HIGH PERFORMANCE TRANSIT AMENITIES INSTALLATION CONTRACT: REQUEST TO INCREASE CONTRACT AUTHORITY

Mr. Otterstrom presented. Staff are seeking an increase to the authorized contract amount for the City Line and High Performance Transit (HPT) Amenities Installation contract with Wesslen Construction, Inc. (Contract 2020-10449) to address the impacts of supply chain issues in fabrication of City Line shelters. In total, staff are requesting the Board authorize an increase to the base contract by \$900,000, from \$5,070,245.64 to \$5,970,245.64, allocating funds within the City Line budget for this purpose. These total associated costs are \$350,000 less than forecasted. Mr. Otterstrom reviewed the background, the City Line project schedule revisions, the resolution of contract impacts, and the summary of financial request.

Mr. Hattenburg moved to recommend the Board of Directors authorize an increase to the base contract amount for contract number 2020-10449 City Line and HPT Amenities Installation with Wesslen Construction, Inc. by \$900,000. Ms. Stratton seconded, and the motion was approved unanimously.

B. BOARD DISCUSSION AGENDA

(No items being presented this month.)

5. REPORTS TO COMMITTEE

A. 2023-2028 TRANSIT DEVELOPMENT PLAN: COMPLETE DRAFT

Mr. Otterstrom presented. The Transit Development Plan (TDP) is a state-required plan that STA prepares annually to convey the method for implementing public transportation services and related capital and operating projects over a six-year period. A public hearing is scheduled for the June 16, 2022, Board meeting. Subject to Board direction, staff anticipates preparing a final draft of the plan for Board approval in July. The draft Transit Development Plan: 2023-2028 can be found here: <https://www.spokanetransit.com/projectgs/transit-development-plan/>

The Transit Development Plan includes STA's Service Improvement Program, Capital Improvement Program, and the Transit Asset Management Plan which serves as the foundation for STA's annual action plan and budget process. Mr. Otterstrom reviewed the TDP sections. Ms. Monique Liard reviewed the 2023-2028 TDP financial forecast which shows an approximate cash balance increase of about \$44 million, most of which has been driven by the sales tax collections over the past two years, and the Move Ahead Washington Transit Support Grant.

Next steps include a public hearing at the June 16, 2022, Board meeting; Board action at the July 21, 2022, Board meeting; delivery to SRTC in August 2022, and delivery to WSDOT in September, 2022.

B. I-90 / VALLEY HIGH PERFORMANCE TRANSIT: DRAFT CORRIDOR DEVELOPMENT PLAN

Mr. Otterstrom presented. STA staff and a consultant team led by KPFF consultant engineers have prepared a draft Corridor Development Plan (CDP) for I-90/Valley High Performance Transit (HPT) for comment. I-90 / Valley is one of six High Performance Transit (HPT) corridors slated for improvements in *STA Moving Forward (STAMF)*. Mr. Otterstrom provided an overview of the draft plan, timeline and touch points, major findings, and key elements that are proposed to be associated with this HPT investment. The full plan will be available on May 31, 2022, at the project webpage, <https://spokanetransit.com/i90>. Public and agency outreach includes: formation of a Technical Advisory Committee, partner agency presentations (Liberty Lake, Spokane County, City of Spokane, Spokane Valley, Millwood), an online open house, and online survey. To date there have been 450 survey respondents. Social media and newspaper ads have promoted project information and opportunities to learn more and provide feedback. Moving forward, there will be a virtual “lunch and learn” project open house, and a public hearing scheduled for the June 16, 2022, Board meeting.

A final draft of the plan will be presented at the July 6, 2022, Planning and Development Committee meeting for recommendation to the Board. Subject to subsequent Board approval, STA expects to begin design as early as September 2022.

Mr. Otterstrom explained how the Argonne Park & Ride fits into the Corridor Development Plan in response to a question from E. Susan Meyer.

C. DIVISION BUS RAPID TRANSIT: DECISION-MAKING FRAMEWORK

Mr. Otterstrom presented. STA has initiated the preliminary engineering, design, and environmental scoping phase of Division Bus Rapid Transit (BRT). As part of this effort the project team is defining the project organization, timelines, and a proposed process for decision-making that includes the formation of related technical and strategic committees. This project will include a major rebuild of Division/Ruby couplet to improve transit and non-motorized accessibility. The estimated cost of the project is between \$120 million and \$150 million, and funding is expected to include Federal funding through the CIG program. Mr. Otterstrom shared the proposed decision-making framework for this project and solicited feedback. The proposed committee structure is intended to augment STA’s management of the project and to ensure partner agencies are integrated throughout the planning, development, and implementation of the Division BRT. Subject to committee input, staff plan to bring back to the committee a proposed charter for the steering committee for Board consideration and approval.

6. CEO REPORT - *None*
7. COMMITTEE INFORMATION - *None*
8. REVIEW JULY 6, 2022, COMMITTEE MEETING AGENDA
9. NEW BUSINESS - *None*
10. COMMITTEE MEMBERS’ EXPRESSIONS

Ms. Stratton shared that the City of Spokane has started their Traffic Calming Workshops. Attendees appear to be excited about the Division BRT project. Ms. Stratton may request that STA visit to make a presentation.

Ms. Wilkerson said she appreciates the informational presentations that STA staff have put together.

Mr. Hattenburg thanked STA for the good information shared in the Planning and Development Committee meetings.

11. ADJOURN

With no further business to come before the Committee, Chair French adjourned the meeting at 11:15 a.m.

NEXT COMMITTEE MEETING: WEDNESDAY, JULY 6, 2022, at 10:00 a.m. VIA WEBEX.

Respectfully submitted,

A handwritten signature in cursive script that reads "Vicki Clancy".

Vicki Clancy, Executive Assistant
Planning and Development Department