

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

PLANNING & DEVELOPMENT COMMITTEE MEETING

Wednesday, June 1, 2022
10:00 a.m. – 11:30 a.m.

Via Virtual Conference

Committee Members: [Committee Members Join Here](#)

General Public: [Guests/Public Join Here](#)

Audio Conference: Call the number below and enter the access code.
+1-408-418-9388 | Access code: 2480 879 7737 | Password: 2022

AGENDA

1. Call to Order and Roll Call
2. Committee Chair Report *(5 minutes)*
3. Committee Action *(5 minutes)*
 - A. Minutes of the May 4, 2022, Committee Meeting -- *Corrections/Approval*
4. Committee Action *(15 minutes)*
 - A. Board Consent Agenda
 1. 2023-2025 Regional Mobility Grant Application Approval *(Otterstrom)*
 2. High Performance Transit Amenities Installation Contract: Request to Increase Contract Authority *(Otterstrom)*
 - B. Board Discussion Agenda – *none*
5. Reports to Committee *(35 minutes)*
 - A. 2023-2028 Transit Development Plan: Complete Draft *(Otterstrom)*
 - B. I-90 Valley High Performance Transit: Draft Corridor Development Plan *(Otterstrom)*
 - C. Division Bus Rapid Transit: Decision-Making Framework *(Otterstrom)*
6. CEO Report *(E. Susan Meyer) (15 minutes)*
7. Committee Information *(5 minutes)*
8. Review July 6, 2022, Committee Meeting Agenda
9. New Business
10. Committee Members' Expressions *(5 minutes)*
11. Adjourn

Next Committee Meeting: Wednesday, July 6, 2022, at 10:00 a.m. via Webex

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

June 1, 2022

AGENDA ITEM 2: COMMITTEE CHAIR REPORT

REFERRAL COMMITTEE: n/a

SUBMITTED BY: Al French, 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

June 1, 2022

AGENDA ITEM 3A : MINUTES OF THE MAY 4, 2022, COMMITTEE MEETING

REFERRAL COMMITTEE: n/a

SUBMITTED BY: Vicki Clancy, Executive Assistant to the Chief Planning and Development Officer

SUMMARY: Draft Minutes of the May 4, 2022, 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 BOARD:

FINAL REVIEW FOR BOARD BY:

Division Head _____ Chief Executive Officer _____ Legal Counsel _____

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Spokane, Washington 99201-2686
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PLANNING AND DEVELOPMENT COMMITTEE MEETING

DRAFT Minutes of the May 4, 2022, Board 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*
E. Susan Meyer, Chief Executive Officer
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

MEMBERS ABSENT

Betsy Wilkerson, City of Spokane

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 E. Susan Meyer and the entire STA organization on another outstanding Bloomsday event.

3. COMMITTEE ACTION

A. MINUTES OF THE APRIL 6, 2022, COMMITTEE MEETING

Ms. Karen Stratton moved to approve the April 6, 2022, Planning and Development Committee meeting minutes. Mr. Tim Hattenburg seconded, and the motion was approved unanimously.

4. COMMITTEE ACTION

A. BOARD CONSENT AGENDA

1. CONNECT SPOKANE PHASE I REVISIONS (RESOLUTION)

Mr. Karl Otterstrom presented. *Connect Spokane* is STA's Comprehensive Plan that sets forth a vision and policy framework to help guide decisions made by the Board of Directors, staff, and partnering agencies for at least the next 30 years. Revisions to *Connect Spokane* that are currently under consideration are Phase I of a two-step update with the second updates planned for after the completion of the first phase of strategic planning underway. Highlights of the draft changes in the Phase I updates were presented during the Committee's April meeting, with a public hearing held at the April 2022 Board meeting, and adoption proposed at the May 2022 Board meeting. Mr. Otterstrom reviewed the proposed updates and the

amendment timeline. The kick-off for Connect Spokane Phase II Revisions is estimated to take place in the fourth quarter of 2022.

Mr. Tim Hattenburg moved to recommend the Board approve, by resolution, the proposed amendments to *Connect Spokane: A Comprehensive Plan for Public Transportation*. Mr. Dan Dunne seconded, and the motion was approved unanimously.

It was brought to the Committee's attention that a non-voting Board member had seconded the motions for 4A1. And 4A2. Mr. Tim Hattenburg moved to approve agenda item 4A1. as presented by staff. Ms. Karen Stratton seconded, and the motion was approved unanimously.

2. SPRAGUE LINE DESIGN & ENGINEERING SERVICES WORK ORDER APPROVAL

Mr. Otterstrom presented. Staff is seeking Board authority to execute a work order for design and engineering of High Performance Transit (HPT) improvements along the Sprague Line. The work order scope includes: Project Management and Coordination-Stakeholder outreach support, Corridor Transit Operations Analysis, Design Services (Conceptual/Preliminary/Final), Review & Permitting, and Bid Support of two phases of implementation. The first phase of the Sprague Line implementation is anticipated to consist of improvements that are within the public right-of-way with expected construction in 2023. IBI Group is under contract to provide design and engineering services for the Sprague Line. The Sprague Line project currently has a Board-approved budget of \$6.5 million, with an additional \$1.2 million for amenities for a total project budget of \$7.7 million. Staff has determined there is sufficient budget for this work order and recommended approval.

Mr. Hattenburg moved to recommend the Board of Directors authorize the CEO negotiate and execute a work order with IBI Group for Sprague High Performance Transit design under existing contract #17-STA-574 for an amount not to exceed \$1,199,908, and to provide for 5% contingency for unforeseen additional requirements or services. Mr. Dan Dunne seconded, and the motion was approved unanimously.

It was brought to the Committee's attention that a non-voting Board member had seconded the motions for 4A1. And 4A2. Mr. Tim Hattenburg moved to approve agenda item 4A2. as presented by staff. Ms. Karen Stratton seconded, and the motion was approved unanimously.

3. CITY OF SPOKANE RIVERSIDE AVENUE COOPERATIVE IMPROVEMENT PROJECT: BUDGET ADJUSTMENT AND PROJECT ORDER AUTHORIZATION

Mr. Otterstrom presented. The City of Spokane is preparing for construction on Riverside Avenue, including two eastbound High Performance Transit (HPT) stations incorporated into the design of the street improvement project through cooperative agreement previously authorized by the Board. To proceed with construction, Board approval is needed to a) adjust the project budget to reflect bid results, and b) authorize the CEO to execute the construction project order because it will now exceed \$1 million. The construction costs, plus construction management, contingency and other supporting expenses are estimated to be \$1,066,750. When accounting for design-related expenses, the additional budget requested for transit improvement totals \$530,000.

Mr. Tim Hattenburg moved to recommend the Board approve authorization for the CEO to execute a project order for the Eastbound Bus Stop and Intersection Improvements – Riverside Avenue, with the City of Spokane for construction in the amount of \$1,066,750.

Further recommend the Board approve by motion, an increase in the amount of \$530,000, for a revised total of \$1,130,000 for the overall budget of CIP #805, Eastbound Riverside Avenue High Performance Transit Improvements. 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: IDENTIFY MAJOR ACTIVITIES

Mr. Otterstrom presented. As part of the annual preparation of the agency's transit development plan, the Committee reviews the planned major activities for the agency for inclusion in the 2023-2028 Transit Development Plan (TDP). This plan is expected to be adopted in July 2022 and will include the Capital Improvement Program and the Service Improvement Program. Mr. Otterstrom reviewed the new major activities occurring in the draft that did not appear in last year's TDP. The major activities list will remain in draft form as it is incorporated into a complete draft of the 2023-2028 TDP in June for broader public input. A full list of the major activities for 2023-2028 were included as an attachment.

B. 2023-2028 TRANSIT DEVELOPMENT PLAN: SERVICE IMPROVEMENT PROGRAM

Mr. Otterstrom presented. The Service Improvement Program (SIP) is another element of the TDP, and is updated annually as described in the *Connect Spokane* policies MI 3.3.3 and MI 3.4. The SIP summarizes recent requests for new service, and identifies service concepts for a 3-year period which includes service improvements associated with *STA Moving Forward* projects as well as Near Term Investments identified by the Board in December 2021. Mr. Otterstrom reviewed a geographic map of the "Recent Requests for New Service. The requests are varied, extending as far as Rathdrum, Idaho; Nine Mile Falls, Marshall, the existing Amazon site, and the new one in northwest Spokane Valley. Mr. Otterstrom reviewed the most significant changes which are planned to take place with the start of the City Line in 2023 and were approved by the Board in 2021. Additional changes will take place in 2024 and 2025. Next steps include the incorporation of the draft Service Improvement Program into the draft TDP for review and comment next month.

C. 2023-2028 TRANSIT DEVELOPMENT PLAN: 2023-2028 CAPITAL IMPROVEMENT PROGRAM

Ms. Monique Liard presented an overview of the proposed programs and projects to be included in the draft Transit Development Plan: 2023-2028. Like the SIP, the Capital Improvement Program (CIP) is reviewed annually and is a major element of the TDP. The development of a six-year CIP provides a mid-term horizon for prioritizing resources, enhancing the transit system, and maintaining existing assets and resources in good repair. Total CIP is \$388.5 million for this six-year period. 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, and High Performance Transit implementation.

The biggest driver in the change from last year's CIP is the Division Bus Rapid Transit (BRT) project. Ms. Liard reviewed the background of this CIP project focus. The Division BRT will be a nine-mile long, fixed guideway transit line from downtown Spokane to Mead following Division Street and Newport Highway. Fixed Guideway is an FTA term that applies to projects with all or part of the alignment dedicated to transit. In the case of Division BRT, the Business Access and Transit (BAT lanes)

qualify as Fixed Guideway. This project will include a major rebuild of the Division/Ruby couplet to improve transit and non-motorized accessibility. There will be approximately twenty-eight (28) stations. Ms. Liard reviewed estimated projected costs, total \$194 million in year-of-expenditure dollars, and anticipated funding sources.

D. I-90 VALLEY HIGH PERFORMANCE TRANSIT: PUBLIC OUTREACH SUMMARY AND EVALUATION RESULTS

Mr. Otterstrom presented. The I-90/Valley High Performance Transit (HPT) is one of six HPT corridors slated for improvements in *STA Moving Forward (STAMF)*. STA recently conducted public outreach to garner input on potential alternatives and a preferred architecture for High Performance Transit in the I-90/Valley Corridor. Mr. Otterstrom shared key takeaways from this outreach, along with preliminary findings from an evaluation process in conjunction with the planning process. Mr. Otterstrom reviewed the project planning timeline, and the preferred scenario for HPT Architecture. The preferred architecture scenario depicts multiple routes working together to make up the corridor providing access and frequency, and all-day service from Spokane to Liberty Lake with a planned pilot extension of service into Idaho subject to a cross-state partnership, and as far west as West Plains Transit Center and the airport.

Public outreach has been conducted for the past several months. Staff has presented to elected officials in February and March, including County Commissioners and all city councils in the corridor within Spokane County; convened an online public open house on March 2; presented to Valley Kiwanis on March 29; received over 450 responses to an online survey soliciting input on the corridor and priorities for the plan; promoted online open house and online survey through social and printed media. The primary findings of alternatives evaluation demonstrate a strong ridership response based on service and infrastructure investments in the corridor. Next steps include presenting a draft Corridor Development Plan to the committee in June.

Mr. Tim Hattenburg was pleased to see Sprague and Argonne identified as a top preferred interchange for new park-and-ride locations.

6. CEO REPORT

Ms. E. Susan Meyer presented the CEO Report:

April 2022 Voter-Approved Sales Tax Update – Sales Tax Revenue (February Sales).

Budget: \$7,321,892 / Actual: \$7,938,326. 8.7% YTD above budget (\$2.8M). 11.7% above April 2021 actual (\$0.8M). 12.0% YTD above 2021 actual (\$3.7M).

Bloomsday 2022 – STA served about 7,000 riders during Bloomsday 2022. Forty-six (46) STA bus operators were dedicated to shuttle service that started at 6:20 a.m. This was in addition to the regular seventy-five (75) bus operators that were working regular service. Kudos to Mr. Brandon Rapez-Betty and his team for a job well done at his first Bloomsday as the Chief Operations Officer.

Board Workshop – A Strategic Planning Project Board Workshop will take place on Thursday, May 19 from 11:30 a.m. – 1:15 p.m. before the Board meeting that same day. This will be an in-person meeting with a virtual option. Lunch will be provided.

7. COMMITTEE INFORMATION – *No action or discussion*

A. UNIFIED PLANNING WORK PROGRAM UPDATE

8. REVIEW JUNE 1, 2022, COMMITTEE MEETING AGENDA

9. NEW BUSINESS - *None*
10. COMMITTEE MEMBERS' EXPRESSIONS -- *None*
11. ADJOURN

With no further business to come before the Board, Chair French adjourned the meeting at 11:06 a.m.

NEXT COMMITTEE MEETING: WEDNESDAY, JUNE 1, 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

SPOKANE TRANSIT AUTHORITY

PLANNING AND DEVELOPMENT COMMITTEE MEETING

June 1, 2022

AGENDA ITEM 4A1: 2023-2025 REGIONAL MOBILITY GRANT APPLICATION APPROVAL

REFERRAL COMMITTEE: n/a

SUBMITTED BY: Karl Otterstrom, Chief Planning and Development Officer
Mike Tresidder, Associate Transit Planner

SUMMARY: The Washington State Regional Mobility Grant (RMG) Program supports local efforts to improve connectivity between counties and regional population centers and reduce transportation delay. As described in further detail below, 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.

BACKGROUND: The Washington State RMG Program has provided funding for a number of capital improvements for STA, including the West Plains Transit Center, the City Line and SCC Transit Center. The Washington State Department of Transportation (WSDOT) released the 2023-2025 RMG application on May 12, 2022. Applications are due on or before June 28, 2022. A minimum 20% match is required for each project submitted for consideration. Following the review of an independent evaluation panel, WSDOT plans to forward a prioritized list of projects to the Legislature and the governor in early December 2022 for consideration by the Legislature in the 2023-2025 transportation budget.

The Argonne Station Park and Ride is envisioned to be a key connection point along the I-90/Valley High Performance Transit corridor. 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 2025.

Project costs are preliminary estimates and may be revised as details are fully defined. Similarly, the RMG request may be adjusted in the final application. The funding request will span two biennia, with a target opening of the new park and ride in 2027.

Project	Total Estimated Cost	RMG Request	Source(s) of Match
Argonne Station Park & Ride	\$12,500,000	\$10,000,000	Local sales tax revenue

The project includes the design, property acquisition, engineering, and construction of a new flyer station at Argonne Road and I-90. It will provide passenger platforms and bus bays serving routes commuting along I-90 as well as local service on the Argonne-Mullan couplet. It will also include

pedestrian connections and necessary channelization and signal changes to support bus movements in and out of the facility. It may also include 25-100 stalls for commuters. The project will be designed in such a way to be compatible with an envisioned widening of the I-90 overpass of Argonne Road and related multimodal improvements.

Interstate 90 between downtown Spokane and Spokane Valley is one of the most congested corridors in eastern Washington. The Argonne-Mullan Couplet contributes to existing congestion on I-90, adding 7,500 Annual Average Daily Traffic (AADT) in both the eastbound and westbound lanes of I-90. The station will support congestion relief and regional mobility for this area and connected routes.

The draft 2023-2028 Capital Improvement Program provides matching funds for the project. Because Argonne Station Park and Ride is not included in the board approved 2022-2027 Capital Improvement Program, board authorization is required to submit the application.

RECOMMENDATION TO COMMITTEE: 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.

SPOKANE TRANSIT AUTHORITY

PLANNING AND DEVELOPMENT COMMITTEE MEETING

June 1, 2022

AGENDA ITEM 4A2: HIGH PERFORMANCE TRANSIT AMENITIES INSTALLATION CONTRACT:
REQUEST TO INCREASE CONTRACT AUTHORITY

REFERRAL COMMITTEE: n/a

SUBMITTED BY: Karl Otterstrom, Chief Planning and Development Officer
Nick Hanson, Capital Projects Manager

SUMMARY: 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 chains issues in fabrication of City Line shelters. In total, staff are requesting the Board authorize an increase to the base contract by \$900,000, allocating funds within the City Line budget for this purpose.

BACKGROUND: On July 15, 2021, the STA Board of Directors approved awarding a contract to Wesslen Construction (Wesslen) in the amount of \$6,460,293 for HPT Amenities Installation. The scope of services includes installation of station amenities for the City Line and Monroe-Regal Line, as well as at Moran Station Park and Ride and the Plaza. Of the total contract amount, \$ 5,070,245.64 is allocated directly to the City Line project. Additionally, the Board authorized a 20% contingency, or \$1,292,058.60, for unforeseen requirements through the course of the project. The contract was executed by the CEO on August 10, 2021.

On October 6, 2021, STA announced a City Line revenue service launch date revision from May 2022 to July 2023 resulting from COVID-related supply chain shortages which impacted the fabrication schedule due to the extended lead times for rolled tube steel. In response to this announcement, staff received preliminary indications from Wesslen of additional costs associated with this delay in the form of standby time since their team would not be able to start work in accordance with the timeline specified in the contract.

Based on the amenity fabricator's finalized production schedule and subsequent discussions with Wesslen, STA has determined the installation contract delay costs for standby time and necessary adjustments to the phasing of the work should not exceed \$900,000. STA believes it prudent to retain the 20% contingency that was originally established for issues that may arise during installation and is therefore requesting approval to increase the base contract authority by \$900,000.

The revised base City Line contract authority amount would increase by \$900,000, from \$5,070,245.64 to a new total of \$5,970,245.64.

HPT Amenities Installation	Original Contract	Request	Revised Contract Authority
City Line Base	\$ 5,070,245.64	\$ 900,000.00	\$ 5,970,245.64
City Line Contingency	\$ 1,014,049.20	\$ -	\$ 1,014,049.20
City Line Subtotal	\$ 6,084,294.84	\$ 900,000.00	\$ 6,984,294.84
Non-City Line Base	\$ 1,390,047.00	\$ -	\$ 1,390,047.00
Non-City Line Contingency	\$ 278,009.40	\$ -	\$ 278,009.40
Non-City Line Subtotal	\$ 1,668,056.40	\$ -	\$ 1,668,056.40
Total Base	\$ 6,460,292.64	\$ 900,000.00	\$ 7,360,292.64
Total Contingency	\$ 1,292,058.60	\$ -	\$ 1,292,058.60
Total Authorized Amount	\$ 7,752,351.24	\$ 900,000.00	\$ 8,652,351.24

RECOMMENDATION TO COMMITTEE: 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.

SPOKANE TRANSIT AUTHORITY

PLANNING AND DEVELOPMENT COMMITTEE MEETING

June 1, 2022

AGENDA ITEM 5A : 2023-2028 TRANSIT DEVELOPMENT PLAN: COMPLETE DRAFT

REFERRAL COMMITTEE: n/a

SUBMITTED BY: Karl Otterstrom, Chief Planning and Development Officer
Mike Tresidder, Associate Transit Planner

SUMMARY: The Transit Development Plan (TDP) is a state-required plan that STA prepares annually to convey how we intend to implement public transportation services and related capital and operating projects over a six-year period. State law stipulates it should be submitted to WSDOT no later than September 1 of each year following approval by the governing board of the agency. The 2023-2028 Transit Development Plan is in draft form. A public hearing is scheduled for the June 16, 2022, Board Meeting. Subject to board direction, staff anticipate 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/projects/transit-development-plan/>

Over the past several months, the Committee has been involved in providing input and reviewing several sections that are incorporated into the TDP. Additionally, some sections of the TDP have already been reviewed during committee meetings and provided to the full Board for information as noted below.

Sections	Notes
1. Introduction and Overview	Updated from last year and included in the June 2022 packet in the draft TDP.
2. 2021 in Review	Provided in the draft TDP.
3. Mid-Range Planning Guidance, State Policy Goals and Major Activities	Reviewed and discussed by the Planning and Development Committee in March and May 2022.
4. Service Improvement Program (2023-2028)	A review of major service improvements and opportunities was conducted by the Planning and Development Committee in May 2022.
5. Capital Improvement Program	The committee reviewed the detail list of capital programs and projects in May 2022.

Sections	Notes
6. Operating and Financial Projections	Key assumptions reviewed and affirmed at the April 6, 2022, Planning and Development Committee meeting. Projections reflect key assumptions, the proposed capital, and operating plans.
Appendix A: 2022 Action Plan	Provided for reference. Approved by the STA Board of Directors on November 18, 2021.
Appendices B-F	Includes: 2022 Performance Measures, System Ridership/Miles/Hours Statistics, 2021 Fuel Consumption, 2021 Reportable Collisions/Injuries/Fatalities, Bus Fleet Contingency Plan.
Appendix G: Transit Asset Management Plan	New TAM is pending approval. Currently approved TAM can be viewed: https://www.spokanetransit.com/projects/transit-asset-management-plan/

During the Committee meeting, staff will review the main contents of the draft plan and the process by which it was prepared.

RECOMMENDATION TO COMMITTEE: Information only.

SPOKANE TRANSIT AUTHORITY

PLANNING AND DEVELOPMENT COMMITTEE MEETING

June 1, 2022

AGENDA ITEM 5B : I-90 / VALLEY HIGH PERFORMANCE TRANSIT: DRAFT CORRIDOR
DEVELOPMENT PLAN

REFERRAL COMMITTEE: n/a

SUBMITTED BY: Karl Otterstrom, Chief Planning and Development Officer
Hamid Hajjafari, Senior Transit Planner

SUMMARY: STA staff and a consultant team led by KPFF consultant engineers supporting the development of the I-90/Valley High Performance Transit (HPT) Corridor, have prepared a draft Corridor Development Plan for I-90/Valley HPT for public comment. Staff will provide an overview of the draft plan in the advancement of a public hearing to be held on June 16, 2022.

BACKGROUND: As part of the *STA Moving Forward* plan, Spokane Transit is preparing to deliver new services and infrastructure to provide residents with expanded mobility choices. The I-90/Valley High Performance Transit (HPT) project extends from Spokane to Liberty Lake with a planned pilot extension of service into Idaho subject to a cross-state partnership.

STA has prepared a draft corridor development plan that, when approved, provides more specific detail to the scope, project understanding and schedule, for other HPT projects that STA committed to as part of the *STA Moving Forward* plan first approved in 2014 and since amended as recently as 2020. The draft plan identifies a long-range vision for the I-90/Valley corridor, which primarily stretches between downtown Spokane and Liberty Lake, with opportunities to extend to the West Plains and to Kootenai County. It also identifies specific actions that are to be taken to as part of implementing *STA Moving Forward*.

Earlier this year the Preferred Scenario for HPT Architecture for the project was discussed with the elected officials of jurisdictions within the corridor as well as with the public through a public open house and a survey. It was also subject to a technical evaluation process that included a technical advisory committee comprised of planning and engineering staff from jurisdictions in the corridor. The Corridor Development Plan is responsive to existing commitments within *STA Moving Forward* as well as addressing other regional plans as depicted in the table below.

Recommended CDP Investment	Relationship to Existing Plans	Timing
Existing Route 74 will be renumbered Route 7 and will be the primary route in the corridor and will have night and weekend service; consolidate with service to West Plains Transit Center and Spokane Airport	<ul style="list-style-type: none"> Commitment within <i>STA Moving Forward</i> Advances <i>Connect Spokane</i> vision for HPT service on I-90 	Planned in 2025
Construct new park and ride between Barker Road and Greenacres interchange	<ul style="list-style-type: none"> Commitment within <i>STA Moving Forward</i> 	Planned in 2025
Modify and expand peak express service that will serve Liberty Lake and a new park and ride at Greenacres before traveling express	<ul style="list-style-type: none"> Commitment within <i>STA Moving Forward</i> 	Planned in 2025
Upgrade Mirabeau Park and Ride to a transit center	<ul style="list-style-type: none"> Recommended approach to implementing commitment in <i>STA Moving Forward</i> 	Planned in 2025
As a cross-state partnership, create an extension of HPT: I-90/Valley to Post Falls and Coeur d'Alene on a two-year pilot basis	<ul style="list-style-type: none"> Commitment within <i>STA Moving Forward</i> 	Planned in 2026
Build an Argonne Road flyer stop and park and ride	<ul style="list-style-type: none"> Included in <i>Connect Spokane</i> as a mid-range action for the I-90 / Valley HPT Corridor Included in <i>Horizon 2045</i> as a long-term regionally significant project 	Subject to funding availability, as early as 2027

Staff will provide an overview of the draft plan, outlining 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>. To gather input on the draft plan, the following activities will take place:

- An online survey that will be available on June 1 at <https://spokanetransit.com/i90>
- A virtual “lunch and learn” project open house, hosted by the Greater Spokane Valley Chamber of Commerce at noon, Tuesday June 14, 2022
- A public hearing before the STA Board of Directors on Thursday, June 16, 2022, during the regular Board meeting.

Following public input, a final draft of the plan will be presented to the Planning and Development Committee for recommendation to the Board on July 6, 2022. Subject to subsequent Board approval, STA expects to begin design as early as September 2022.

RECOMMENDATION TO COMMITTEE: Information only.

SPOKANE TRANSIT AUTHORITY

PLANNING AND DEVELOPMENT COMMITTEE MEETING

June 1, 2022

AGENDA ITEM 5C: DIVISION BUS RAPID TRANSIT: DECISION-MAKING FRAMEWORK

REFERRAL COMMITTEE: n/a

SUBMITTED BY: Karl Otterstrom, Chief Planning and Development Officer
Hamid Hajjafari, Senior Transit Planner

SUMMARY: 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. Staff will share the proposed decision-making framework for this project and solicit feedback on this framework.

BACKGROUND: As defined in the *DivisionConnects* Corridor Development Plan approved by the Board of Directors, Division BRT is envisioned to extend from downtown Spokane along the Division Street corridor for approximately nine miles to the Mead area. The future BRT corridor will include approximately 28 substantial stations, business access and transit (BAT) lanes for most of the corridor, the reconfiguration of the Division/Ruby couplet, and other related multimodal investments to improve mobility in the corridor. Funding for the Division BRT project is expected to include federal funding through the Capital Investment Grant (CIG) program as well as \$50 million programmed in *Move Ahead Washington* funding from the State of Washington.

STA has contracted with Parametrix to provide design and engineering services for Division BRT. The first work order with STA's design was initiated in March 2022. This scope comprises the project setup along with specific planning elements that will progress conceptual design towards the key milestone of Project Development submittal for the FTA Small Starts program.

The STA team is considering three committees to support technical and strategic decision-making during multiple phases of the project. Like the recent *DivisionConnects* planning effort, these committees are envisioned to include membership from STA, Washington State Department of Transportation (WSDOT), Spokane Regional Transportation Council (SRTC), Spokane County, and the City of Spokane. The proposed committees are as follows:

- A steering committee comprised of executive leadership and elected officials with the aim of integrating the Division BRT project with supporting activities, including public outreach, and providing advisory input to the STA Board of Directors
- A project executive committee comprised of senior leaders within partnering organizations to provide oversight of Division BRT project activities that affect multiple agencies
- A technical advisory committee to aid in coordinating technical review and development of Division BRT

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 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 as a formal advisory committee to the STA Board of Directors.

RECOMMENDATION TO COMMITTEE: Information only.

SPOKANE TRANSIT AUTHORITY

PLANNING AND DEVELOPMENT COMMITTEE MEETING

June 1, 2022

AGENDA ITEM 6: CEO REPORT - INFORMATION

REFERRAL COMMITTEE: n/a

SUBMITTED BY: E. Susan Meyer, Chief Executive Officer

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

RECOMMENDATION TO COMMITTEE: Information discussion.

SPOKANE TRANSIT AUTHORITY

PLANNING AND DEVELOPMENT COMMITTEE MEETING

June 1, 2022

AGENDA ITEM 8: JULY 6, 2022, COMMITTEE MEETING DRAFT AGENDA REVIEW

REFERRAL COMMITTEE: n/a

SUBMITTED BY: Karl Otterstrom, Chief Planning and Development Officer

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 meeting of July 6, 2022.

RECOMMENDATION TO COMMITTEE: Information discussion.

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

PLANNING & DEVELOPMENT COMMITTEE MEETING

Wednesday, July 6, 2022
10:00 a.m. – 11:30 a.m.

Via Virtual Conference

Committee Members: [Insert Link here](#)

General Public: [Insert Link here](#)

Audio Conference: Call the number below and enter the access code.
+1-408-418-9388 | Access code: **xx** | Password: 2022

DRAFT AGENDA

1. Call to Order and Roll Call
2. Committee Chair Report (5 minutes)
3. Committee Action (5 minutes)
 - A. Minutes of the May 4, 2022, Committee Meeting -- Corrections/Approval
4. Committee Action (35 minutes)
 - A. Board Consent Agenda
 1. 2023-2028 Transit Development Plan: Finalize and Approve by Resolution (Otterstrom)
 2. I-90 / Valley High Performance Transit Corridor Development Plan Approval (Otterstrom)
 3. Division Bus Rapid Transit Steering Committee Charter Approval (Otterstrom)
 - B. Board Discussion Agenda – none
5. Reports to Committee (15 minutes)
 - A. City Line Update (Otterstrom)
6. CEO Report (E. Susan Meyer) (15 minutes)
7. Committee Information (5 minutes)
8. Review August 31, 2022, Committee Meeting Agenda
9. New Business
10. Committee Members' Expressions (5 minutes)
11. Adjourn

Next Committee Meeting: Wednesday, August 31, 2022, (September Meeting) at 10:00 a.m. via Webex
No August Meeting.

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

June 1, 2022

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

June 1, 2022

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