

**CENTRAL CITY LINE STEERING COMMITTEE**  
**MEETING**

Minutes of December 7, 2017 Meeting  
SRTC, Paulsen Building  
421 W. Riverside Ave., Suite 504

**MEMBERS/ALTERNATES PRESENT**

Lars Gilberts, University District Dev. Assoc.  
John Gillette, Spokane Community College  
Collen Gardner, Chief Garry Park Neighborhood  
John Lemus, People First  
E. Susan Meyer, Spokane Transit Authority  
John Schad, Washington State University  
Jim Simon, Gonzaga University  
Steve Trabun, Avista Corporation  
Amber Waldref, City of Spokane (Chair)

**MEMBERS ABSENT**

Anne Marie Axworthy, Greater Spokane Inc.  
Lisa Brown, Washington State Univ. - Spokane  
Karen Byrd, Logan Neighborhood Council  
Cheryl Kilday, Visit Spokane  
Kathy Fritchie, Browne's Addn. Neighborhood  
Gordon Hester, Downtown Business Rep.  
Gary Pollard, Riverside Neighborhood Council  
Mark Richard, Downtown Spokane Partnership  
Harlan Shellabarger, Cheney Free Press  
Scott Simmons, City of Spokane  
Frank Tombari, East/Valley Representative  
Kevin Twohig, Spokane Public Facilities Dist.

**STAFF PRESENT**

Karl Otterstrom, Director of Planning & Development  
(Secretary)  
Dan Wells, Deputy Director of Capital Development  
Don Skillingstad, Capital Projects Manager  
Mike Tresidder, Associate Transit Planner

**CONSULTANTS/GUESTS**

Mark Brower, CH2M  
Catherine Ciarlo, CH2M  
Andrew Warlock, City of Spokane  
Paul Kropp, Citizen  
Toby Hatley, Citizen  
Chris Batten, Citizen  
Jason Lien, SRTC

**1. WELCOME, INTRODUCTIONS, AND AGENDA REVIEW**

Chair Amber Waldref called the meeting to order at 10:33 a.m. Chair Waldref welcomed the group to the meeting and called for attendee introductions.

**2. PUBLIC EXPRESSIONS**

Chair Waldref asked if any attendee wanted to speak. There were none.

**3. ADMINISTRATIVE TASKS**

Chair Waldref stated there would not be a decision on the minutes or the electing of a Committee chair or vice chair as there was not a quorum. These can be placed on January's agenda. Chair Waldref posed the question of how long the CCL Steering Committee should continue to meet; is the value still

there now that the project is moving into the implementation stage. Initially, the idea was that this group would help get the proposal ready to send to the federal government for funding, and then STA saw value in receiving feedback on the design, engineering and station locations. Karl Otterstrom responded that the actual charter calls for the committee to provide advisory recommendations and suggestions on policy level decisions through the implementation process. This committee refined the alignment for the Small Starts application, provided a lot of good feedback on service levels, and defined the station identification policy. STA would like to keep meeting at least until the project goes out to bid in 2019; the Committee is scoped for about three more meetings: 1) Check-in around the time of 60% design 2) Check-in around late 2018 at the time when several agreements are in place, as well as our project management plan, for the actual construction 3) Meeting in early 2019. This committee has not been scoped to be involved during construction; however, there is value in keeping in the loop of ongoing integration with other capital projects and activities within the community. At that time we could create a more technical group. There are third-party agreements being created now which will define those relationships. Susan Meyer added that this committee brings great value to the process and STA would like the committee to continue on for a few more meetings. Colleen Gardner asked about the STA strategy for neighborhood councils? Mr. Otterstrom responded about that outreach would take place about February/March 2019.

Chair Waldref does not know which individual will step into her place as she transitions out of the chair position. Mr. Otterstrom added that the charter states that the city council member that is Chair of this group must be on the STA Board. The council members will appoint a chair in early January, 2019.

#### **4. STATION LOCATION**

Mark Brower reviewed the thirty-three unique station locations, the history of the Steering Committee discussions, and a station location/geometric issues chart. The team is looking forward to designing in earnest in order to be ready for the end of the year to have an advertisement ready for the 2019 construction timeline. This group has been meeting for two years. Key stakeholders have been the City of Spokane, Spokane Parks & Rec, WSU, Gonzaga University, the University District, Public Facilities District, Visit Spokane and Downtown Spokane Partnership. Station outreach included neighborhoods via public meetings. Good feedback was received through the October public meeting. Mr. Brower opened the table to receive comments on all stations. Mr. Otterstrom reported that STA is receiving feedback right now on the location, but not the exact design.

Ms. Waldref asked about the addition of Mission & Hamilton to the Active Station-Specifics Comments list. Mr. Brower responded that there will be a signal improvement at this location and there is consideration to integrate phases of the station project. There are many variables to consider.

Steve Trabun shared that Avista plans to coordinate with the City's Centennial Trail Gap team for station number 24. There is a strategy to place a tunnel underground or a type of bridge. Phase 1 would make improvements to the crossing, integrated with some park improvements. Phase 2 has been contemplated as a bridge or underpass. Mr. Trabun believes the traffic count will increase based on the changes that could take place on Upriver Drive.

Mr. Trabun strongly emphasizes Commute Trip Reduction at Avista and wants an STA connection nearby in order to proactively promote CTR options.

Chair Waldref asked why eastbound Perry is so far west of the crosswalk. Mr. Otterstrom responded that there is already city infrastructure. Discussion ensued. Ms. Gardner suggested a station at Cook and Altamont.

Mr. Otterstrom shared the even though a quorum was not present at today's meeting, STA will still move forward to recommend to the STA Board of Directors affirmation of the station locations as currently understood as the basis of design, subject to continued coordination and design development. Included in the member's packet is the CCL Station Location/Geometric Issues Tracking chart which includes all of the stations. Chair Waldref summarized that while there are still a few small moving parts, the committee agreed that the station locations are moving in the right direction. Mr. Otterstrom thanked the committee for today's input.

#### **5. HPT STATION POLICY – CONNECT SPOKANE AMENDMENT**

Mr. Otterstrom reported the 2017 draft update of the Connect Spokane Comprehensive Plan is available on the STA Website. System Infrastructure (SI), Section 4.0 – Passenger Interface Components will be amended to add a new section 4.10.

We have spent several meetings on this, a work proposal has been designed, the language submitted in your packet is what is in the final recommendation going to the STA Board from the STA Planning & Development Committee. We will also share with this committee the idea that there is a consistent design that is a purview of our CEO to sign off on. If someone wants to customize a station, it should be an organization, institution, or a neighborhood council rather than one sole person. That group of people will be required to present a proposal that includes an explanation of how they would pay the difference in costs for commissioning the design and would require the STA Board to approve it.

Chair Waldref referred to the Connect Spokane Policy Amendment (slide on page 10) and shared that it looked good to her. The procedures/timeframes/approved manufacturers of panels, etc. need to be defined. Examples of identification and customization were reviewed.

#### **6. CCL VEHICLE AND CHARGING TECHNOLOGY UPDATE**

Mr. Otterstrom reviewed the preferred manufacturers for bus and charging innovations. The procurement strategies slides pertain to technical decisions so feedback are not necessarily needed for this part. All Central City Line buses will be articulated. Referring to slide #23, Mr. Otterstrom shared that the top two buses are in development and the bottom bus is not available yet. STA is looking at 40 ft. buses with a potential for buses 60 ft. down the road. All three of these buses would be "Buy America" compliant.

#### **7. ONGOING OUTREACH**

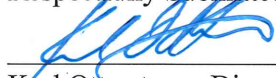
Mr. Otterstrom asked the Committee to share the outreach slide with others in an email. Visit the online website.

8. **NEXT MEETING - (TBD)**

9. **ADJOURN**

Chair Waldref adjourned the meeting at 12:04 p.m.

Respectfully Submitted,



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Karl Otterstrom, Director of Planning and Development  
Steering Committee Secretary