



Central City Line

Steering Committee Meeting #6
Thursday, September 29, 2016 | 3:30 – 5:00PM
SRTC, Paulsen Building
421 W. Riverside Ave., Suite 500



Meeting Purpose:

Review the small starts grant submittal timeline, discuss capital infrastructure and shared investment opportunities, identify engagement opportunities for Steering Committee members.

DRAFT Agenda

	Item	Lead
5 min	Welcome, Introductions, and Agenda Review	Amber Waldref, Chair
5 min	Public Expressions	Amber Waldref, Chair
3 min	Administrative Tasks <ul style="list-style-type: none"> Approval of July Meeting Minutes 	Amber Waldref, Chair
10 min	Small Starts Grant Submittal Timeline Update <ul style="list-style-type: none"> Review schedule and Working Group approach Critical path milestones 	Karl Otterstrom, STA Mark Brower, CH2M
45 min	Preliminary Engineering Update <ul style="list-style-type: none"> CCL infrastructure Complementary projects and co-investment opportunities Downtown Street Design Programming 	Karl Otterstrom, STA Mark Brower, CH2M
15 min	Community Commitment Working Group Update <ul style="list-style-type: none"> Review critical path partner and stakeholder support actions Steering Committee member roles 	Randy Knapick, IBI Group
5 min	Strategic Overlay Plan Update <ul style="list-style-type: none"> Follow up from July SC meeting City Council consideration 	Catherine Ciarlo, CH2M
2 min	Next Meeting Target <ul style="list-style-type: none"> Early November 	Karl Otterstrom

Documents/Files Distributed

Date	Method	File/Document Name
9/22/16	E-mail	CCL – SC Meeting 6 Packet 9-29-16.pdf
9/28/16	E-mail	CCL – SC Mtg 6 092616.pdf

CENTRAL CITY LINE STEERING COMMITTEE

MEETING 1:00 P.M.

Draft Minutes of July 18, 2016 Meeting
SRTC, Paulsen Building
421 W. Riverside Ave., Suite 500

MEMBERS/ALTERNATES PRESENT

Anne Marie Axworthy, Greater Spokane Inc.
Lisa Brown, Washington State Univ. - Spokane
Ryan Carstens, Spokane Community College
Collen Gardner, Chief Garry Park Neighborhood
Cheryl Kilday, Visit Spokane
John Lemus, People First
Mark Mansfield, University Dist. Dev. Assoc.
E. Susan Meyer, Spokane Transit Authority
Gary Pollard, Riverside Neighborhood Council
Mark Richard, Downtown Spokane Partnership
Harlan Shellabarger, Cheney Free Press
John Sklut, Gonzaga University
Kevin Twohig, Spokane Public Facilities Dist.
Steve Trabun, Avista Corporation
Amber Waldref, City of Spokane (Chair)

STAFF PRESENT

Karl Otterstrom, Director of Planning (Secretary)
Don Skillingstad, Capital Projects Manager
Brandon Rapez-Betty, Senior Comm. Specialist

CONSULTANTS/GUESTS

Mark Brower, CH2M
Catherine Ciarlo, CH2M
Ryan Farncomb, CH2M
Andrew Warlock, City of Spokane
Katherine Miller, City of Spokane
Kevin Wallace, SRTC
Paul Kropp, Citizen

MEMBERS ABSENT

Karen Byrd, Logan Neighborhood Council
Kathy Fritchie, Browne's Addn. Neighborhood
Scott Simmons, City of Spokane

1. WELCOME, INTRODUCTIONS, AND AGENDA REVIEW

Chair Waldref called the meeting to order at 1:00 p.m. Chair Waldref welcomed the group to the meeting. Meeting attendees introduced themselves. Chair Waldref explained the purpose of the meeting.

2. PUBLIC EXPRESSIONS

Chair Waldref asked if there were any members of the public who wished to speak. There were none.

3. ADMINISTRATIVE TASKS

Chair Waldref asked if there were any revisions to the Meeting #4 minutes. There were none. Chair Waldref called for a motion. **Kevin Twohig made a motion to approve the meeting minutes. John Lemus seconded the motion. Chair Waldref called for a vote. Motion approved unanimously.**

4. SMALL STARTS GRANT SUBMITTAL TIMELINE UPDATE

Cheryl Kilday arrived at 1:04PM.

Karl Otterstrom explained the background of the project to date and that there was a lot of work yet to be completed there was a sense that this presented a risk to the project. Mr. Otterstrom explained that it made sense to be deliberate and thoughtful and ensure the Committee and staff are thorough in their review. A revised schedule was presented to the Federal Transit Administration (FTA) and they were agreeable to a schedule change. Mr. Otterstrom then introduced Mark Brower.

Mr. Brower explained that without the schedule change, there would have been a lot to work to do in a very short timeline. With the extended timeline it allows the team to consider the outcome of the upcoming ballot measure. This also allows the Committee to complete a more thorough review. Mr. Brower reviewed the updated project schedule and critical path elements such as engineering design, community support and stakeholder coordination.

Mr. Otterstrom noted that the project completion date is still 2021, and the updated schedule does not impact the overall implementation timeline.

Mr. Brower continued to identify noted schedule changes and the commitment of the Committee moving forward.

Mr. Otterstrom noted that the substance of the work will be completed by the end of the year and the team will continue pushing forward.

Mr. Twohig asked if this schedule assumes a positive outcome on the ballot measure. Mr. Otterstrom affirmed, but a negative outcome is also being considered. The City of Spokane has indicated there may be a backup plan and will know around November whether the backup plan is going to happen.

Mr. Brower introduced Catherine Ciarlo to discuss the Strategic Overlay Plan.

5. STRATEGIC OVERLAY PLAN REVIEW

Ms. Ciarlo explained that the goal was to talk about some of the objectives of the plan and share key strategies of the plan and how the Committee can help with some of the strategies. The objectives are two-fold. First, make sure the CCL supports the downtown vision and second, help create a strong application for submittal to FTA. FTA wants to see evidence of buy-in and support from stakeholders. Ms. Ciarlo gave an overview of the outreach completed for the plan. Ms. Ciarlo introduced Ryan Farncomb to talk about the strategies in the plan. The hope is that the Committee members are comfortable with the plan enough to endorse the plan.

Mr. Farncomb explained the City's Comprehensive Plan has a lot of transit supportive policies, however the long term goal of the overlay plan would be to support modify zoning and development requirements in parts of the corridor, provide incentives for transit supportive development, and also propose design standards. Mr. Farncomb gave some examples.

Colleen Gardner asked if the recommendations from the overlay plan are ok with the City. Andrew Warlock indicated the recommendations in the plan will need to be included in future Comprehensive Plan revisions. Mr. Farncomb explained that there are no specific code changes indicated in the overlay plan, but rather policies and guidelines for future discussion with the City.

Chair Waldref explained that the goal of the City is to identify all of the changes for the Comprehensive Plan and work on those in the near future.

E. Susan Meyer asked if the City doesn't start reviewing and adopting changes from the overlay plan until June, then those changes cannot be included in the application.

Chair Waldref explained that some of the housing changes have already started through the review process. Some changes will move more quickly than others. Housing changes will begin very soon. Bike sharing is also moving forward now.

Mr. Otterstrom explained that there are already several adopted plans that support transit that can be included in the application. Mr. Farncomb explained that the City does not need to adopt all of the recommendations in the overlay plan by the time the application is submitted. The application can simply document the fact that work is underway. Ms. Ciarlo further explained that the plan was written to further work that has already begun in the City and building on the momentum that is already in place.

Ms. Gardner asked how much of the Chief Garry Neighborhood planning process plays into the overlay plan and the timing of the neighborhood planning process. Mr. Farncomb stated that the team will be working with the neighborhood in the future to coordinate both planning processes. One other idea may be to find an opportunity site to work with a developer to champion future development of the site.

Mr. Twohig asked if the downtown opportunity sites are still available and can those sites be considered in the overlay plan since those sites were already identified as opportunities and who would lead this effort. Mark Richards stated those sites are listed in the city's comprehensive plan. Mr. Richards further stated there was a hole in the plan regarding economic development policies and recommendations for the downtown core. The policies and recommendations may not apply to the core and does not identify increased costs for infill development. Mr. Richards mentioned there are multi-family housing opportunities and incentives for those uses but building code requirements for steel frame construction present roadblocks. Mr. Farncomb explained that one of the reasons the plan focuses on policies and recommendations at each end of the core is because transit supportive policies are not clearly represented in those areas as they are in the core. Ms. Ciarlo confirmed and suggested that DSP would be the lead in helping to identify opportunity sites.

Mr. Farncomb gave a summary of proposed housing strategies. Gary Pollard asked what no net loss of affordable housing meant. Mr. Farncomb provided a response. Ms. Ciarlo further explained that FTA likes to see housing preservation policies as BRT projects can displace affordable housing and FTA likes to see how proponents plan to deal with the issue.

Mr. Farncomb gave a summary with examples of transportation and transportation demand management (TDM) policies. Mark Mansfield explained that the City is working with the U-District on an integrated parking and mobility strategy. Cheryl Kilday asked if there was an agency responsible for getting companies to use transit. Chair Waldref explained the commute trip reduction (CTR) program. Mr. Otterstrom confirmed the purpose of the program. Discussion continued about the local CTR program and travel demand strategies.

Andrew Warlock updated the committee on the process for Spokane City Council approval of the overlay plan. The council wanted to focus on a full range of housing not just affordable housing. The City Plan Commission recommended approval of the plan and forwarded to Council for action.

Chair Waldref stated she had comments to provide, but asked if there were any comments from the Committee. Ms. Meyer asked the Chair what those comments are. Chair Waldref identified the 1st & Adams site as an opportunity site. Mr. Pollard explained the Riverside Neighborhood Council considered future uses for the site and recommended a pocket park as the future use, which was forwarded to the City Council. Chair Waldref also identified a Mission and Hamilton site, but there are other options. Lisa Brown asked if the plan should identify an opportunity site in each district.

Chair Waldref suggested Hamilton Street and the Logan Neighborhood should be listed more as they are areas that are supportive of the project and are also considering parking pass programs, and have been planning the Hamilton corridor for years and is only a block away.

Mr. Pollard indicated he was impressed with the housing discussion in the plan and how that affects students and employees.

Ms. Brown liked how wayfinding is addressed in the plan, as she opined that the city is behind other cities. Ms. Brown asked the consultants to consider referencing the Jensen-Byrd development in the economic development section of the plan. Ms. Brown asked for a definition of joint developments. Ms. Ciarlo indicated that term refers specifically to developments completed jointly between developers and transit agencies. Ms. Ciarlo indicated there are not a lot of opportunities for that type of development. Chair Waldref indicated there may not be a lot of opportunities in the corridor, as might be the case in larger communities where projects require large land property acquisitions, such as for light rail stations.

Ms. Gardner suggested providing incentives for economic development in neighborhoods and how do you integrate into neighborhood plans.

Chair Waldref asked if the group was ready to make a motion on the plan.

Mr. Pollard made a motion to recommend the Spokane City Council approve the plan taking into consideration the comments, suggestions and recommendations made by the Steering Committee. Ms. Gardner seconded the motion. Chair called for discussion. Ms. Kilday wanted to confirm that a vote on the motion is independent of the Visit Spokane Board. Mr. Otterstrom confirmed, a vote on the motion is a Steering Committee recommendation action not an individual's Board recommendation. Mr. Richard thanked staff for addressing housing across all spectrums but he expressed the desire to have the plan articulate support for growth of housing across all spectrums and all geographic areas. Mr. Richard would like Council consideration of addressing all housing. Chair Waldref asked Mr. Pollard and Ms. Gardner if they support amending the motion to include supporting a mixture of housing including income levels across the entire corridor. Chair Waldref encouraged the draft version presented to City Council include the comments, suggestions and recommendations from the meeting. Chair Waldref asked for further conversation. **Chair Waldref called for a vote. Motion passed unanimously.**

Final Motion: Motion to recommend the Spokane City Council approve the plan taking into consideration the comments, suggestions and recommendations made by the Steering Committee, including supporting a mixture of housing types income levels across the entire corridor.

Chair Waldref requested to be on record supporting the plan and asked the members to submit any specific comments to Mr. Otterstrom.

6. SMALL STARTS GRANT SUBMITTAL WORK PLAN

Mr. Otterstrom explained that the discussion will be very high level given the time available. Mr. Brower explained the engineering work that is being completed in preparation for updating the cost estimates. Mr. Brower explained some of the specific work throughout sections of the corridor. Mr. Brower further explained a stakeholder matrix that the team has prepared which identifies support opportunities from committee members and stakeholders.

7. NEXT MEETING TARGET

Mr. Otterstrom indicated staff will send out a Doodle poll for a mid to late September meeting.

8. ADJOURN

Chair Waldref adjourned the meeting at 2:32 p.m.

Respectfully Submitted,

Karl Otterstrom, Director of Planning
Steering Committee Secretary

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