



# Central City Line

Steering Committee Meeting #8  
Tuesday, January 31, 2017 | 1:00 – 2:30PM  
**SRTC, Paulsen Building**  
**421 W. Riverside Ave., Suite 500**



**Meeting Purpose:**

Review the small starts grant submittal timeline, provide project cost updates, review capital cost scenarios and opportunities, review outreach and support tactics and timelines.

**Meeting Agenda:**

	Item	Lead
5 min	<b>Welcome, Introductions, and Agenda Review</b>	Amber Waldref, Chair
5 min	<b>Public Expressions</b>	Amber Waldref, Chair
15 min	<b>Administrative Tasks</b> <ul style="list-style-type: none"> <li>• Approval of December Meeting Minutes</li> <li>• Election of a Chair</li> <li>• Election of a Vice-Chair</li> </ul>	Amber Waldref, Chair
5 min	<b>Small Starts Grant Submittal Timeline Update</b> <ul style="list-style-type: none"> <li>• Review Schedule</li> </ul>	Karl Otterstrom, STA Mark Brower, CH2M
20 min	<b>Outreach Update</b> <ul style="list-style-type: none"> <li>• “CCL Story” Presentation Update</li> <li>• Letters of Support Templates and Timeline</li> <li>• Outreach Tactics</li> </ul>	Catherine Ciarlo, CH2M
15 min	<b>Preliminary Engineering Update</b> <ul style="list-style-type: none"> <li>• Core Infrastructure and Capital Costs</li> <li>• Service Planning and O&amp;M Costs</li> </ul>	Mark Brower, CH2M Randy Knapick, IBI Group
20 min	<b>Finance Update</b> <ul style="list-style-type: none"> <li>• Capital Cost Scenarios</li> <li>• Strategic Opportunities</li> </ul>	Randy Knapick, IBI Group
5 min	<b>Next Meeting Target</b> <ul style="list-style-type: none"> <li>○ February</li> </ul>	Karl Otterstrom

**Documents/Files Distributed**

Date	Method	File/Document Name
1/23/17	Email	CCL – SC Mtg 8 Packet.pdf

**CENTRAL CITY LINE STEERING COMMITTEE**

**MEETING 1:00 P.M.**

Draft Minutes of December 1, 2016 Meeting  
SRTC, Paulsen Building  
421 W. Riverside Ave., Suite 500

**MEMBERS/ALTERNATES PRESENT**

Lisa Brown, Washington State Univ. - Spokane  
Kathy Fritchie, Browne's Addn. Neighborhood  
Collen Gardner, Chief Garry Park Neighborhood  
John Gillette, Spokane Community College  
John Lemus, People First  
E. Susan Meyer, Spokane Transit Authority  
Gary Pollard, Riverside Neighborhood Council  
Mark Richard, Downtown Spokane Partnership  
Steve Trabun, Avista Corporation  
Kevin Twohig, Spokane Public Facilities Dist.  
Amber Waldref, City of Spokane (Chair)

**STAFF PRESENT**

Karl Otterstrom, Director of Planning (Secretary)  
Don Skillingstad, Capital Projects Manager  
Kathleen Weinand, Transit Planner II

**CONSULTANTS/GUESTS**

Mark Brower, CH2M  
Catherine Ciarlo, CH2M  
Ryan Farncomb, CH2M  
Christine Varela, Desautel Hege  
Andrew Warlock, City of Spokane

**MEMBERS ABSENT**

Anne Marie Axworthy, Greater Spokane Inc.  
Karen Byrd, Logan Neighborhood Council  
Cheryl Kilday, Visit Spokane  
Mark Mansfield, University Dist. Dev. Assoc.  
Harlan Shellabarger, Cheney Free Press  
Scott Simmons, City of Spokane  
John Sklut, Gonzaga University

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

Chair Waldref called the meeting to order at 1:03 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 noted there were no members of the public for public expressions.

**3. ADMINISTRATIVE TASKS**

Chair Waldref noted Karl Otterstrom had some information that needed to be passed out to the group. Mr. Otterstrom handed out a Title VI survey, explained STA's Federal reporting requirements and asked the committee to please complete the voluntary survey and return to STA.

#### **4. STA UPDATE**

Chair Waldref acknowledged the passing of Prop 1 and asked Mr. Otterstrom to explain how STA is moving forward. Mr. Otterstrom noted the results of the vote by precinct. He noted 100% of the precincts along the CCL alignment voted in favor of the proposition. Chair Waldref was pleased that every jurisdiction in the PTBA voted in favor and credited the work STA has completed in the last 4-years related to Moving Forward. Colleen Gardner thanked Mr. Otterstrom for the work involved. Susan Meyer thanked the work of Chair Waldref and the STA Board for supporting the ballot measure. Mr. Otterstrom explained congress has authorized the FAST Act through 2019 so the framework for funding is in place but anything can happen with a new administration.

Chair Waldref asked if we are competing with any other cities for funding. Mr. Otterstrom explained Indianapolis has already received a recommendation for funding without having local funding in place. Mr. Otterstrom noted cities that had tax measures that did not pass.

Steve Trabun and Kathy Fritchie arrived at 1:10PM.

#### **5. SMALL STARTS GRANT SUBMITTAL TIMELINE UPDATE**

Mr. Brower gave an update on the grant submittal timeline, working group schedule and major milestones. Mr. Brower explained the need for presenting a solid application and one that has community support to FTA.

Mark Richard arrived at 1:15PM.

#### **6. PRELIMINARY ENGINEERING UPDATE**

Mr. Brower explained the work being completed on the cost estimating. Much of the initial work is looking at the core infrastructure costs, which are those costs and improvements required for the project. The initial estimate appears to be slightly lower than the \$72 million planning level estimate. The team is currently working on gaps in the estimate, or areas that need additional research and design.

Gary Pollard noted there will be a lot of improvements going on in the City and asked if the team was coordinating with the City on their projects. Chair Waldref noted city staff is working with the STA team on city projects. Mr. Pollard noted the Adams St. CSO tank as one example of a project that needs to be coordinated.

Mr. Brower continued to explain there are challenges estimating stakeholder improvement costs and schedules, and other complimentary projects that the City may be planning. There are also Gonzaga, Community Colleges and City Parks projects so those efforts need additional work. Mr. Brower explained that there is funding capacity for the project that allows the project to expand to a total project costs of \$100 million dollars based on projected ridership. Mr. Otterstrom explained that the project could be expanded to a total cost of \$100 million which could include other projects that tie into transit if needed, however the CCL project costs would still be at or just below \$72 million. This would represent a \$54 million grant request for the core project.

Lisa Brown asked if the team is meeting with contractors on other projects. Mr. Otterstrom stated contractors are on the list to contact. Ms. Brown stated the developers of the Jensen Byrd building

should be included on the list. Kevin Twohig asked about the coordination with SCC at the end of the line. Mr. Otterstrom stated the SCC project is a separate project but there is tie in to the CCL and the team has been coordinating with them.

Chair Waldref asked about the capacity to ask for more federal money above the \$54 million request and the strings attached.

Mr. Brower continued discussion schedules if City of Spokane projects are included in the project and the complexities of coordinating project schedules. Ms. Gardner asked about the restrictions on the money from FTA. Mr. Brower explained the restriction is you only get the amount of the grant request and that's it.

Mr. Twohig asked if the leveraging opportunity was discussed in the ballot measure. Ms. Meyer stated no. Chair Waldref said there was a mailer that explained funding. Mr. Otterstrom stated the ballot measure communications focused on the project costs, which does not change if the grant request is for more to include supportive projects. Chair Waldref stated messaging would need to be clear that the project has not increased in cost. Mr. Twohig reiterated the messaging would need to be clear.

Mr. Brower continued that the initial cost estimates for the downtown projects is between \$25-\$60 million and there is discussions with the City about future grant opportunities.

Mark Richard stated Downtown Spokane Partnership has been asked by the City to engage with property owners about future redevelopment on properties and asked if there are other things they should be asking the property owners at the same time.

Mark Brower reviewed three funding scenarios the team is currently considering. These include the core project costs, core projects plus transit enhancing projects and finally core project plus transit enhancing projects and opportunistic projects such as parks projects. A matrix is being prepared on the different scenarios. Further discussions are needed on the final cost assumptions.

Don Skillingstad explained the team has been coordinating with the City on their capital improvement plan to determine whether any of the projects are core to the project or whether they are enhancements to the CCL.

Ms. Meyer stated there should not be an un-mitigatable risk to the project if including supportive projects.

Mr. Richard stated owners at the west end of downtown have discussed the opportunity of creating a Local Improvement District (LID) and said there may be an opportunity for this type of mechanism to help provide more local funds for the project. Mr. Skillingstad stated funding has been the topic of several meetings with city staff related to funding a regional project that includes City projects. Mr. Skillingstad continue to outline other coordination efforts with the City.

Ms. Meyer stated she appreciated all of the input from everyone.

Ms. Waldref asked if the next meeting will include more detailed information about financing and the coordination with City projects and whether the next meeting will be appropriate to talk about the timeline, and will FTA hold us to the timeline.

Mr. Otterstrom stated we will want to have a firm handle on the timeline for the project and there will be more detailed information about the funding at the next meeting.

Ms. Gardner if there is the same consideration of complimentary projects within the neighborhoods. Mr. Otterstrom referenced the handout that lists projects throughout the corridor that are being considered.

Ms. Waldref stated there is now a quorum and asked of the committee could approve the meeting minutes from previous meetings. **Chair Waldref called for a motion to approve the two meeting minutes. John Lemus made a motion to approve the two meeting minutes. Ms. Gardner seconded the motion. Chair called for a vote. The vote was unanimous.**

## **7. FINANCE WORKING GROUP UPDATE**

Mr. Otterstrom discussed the core objectives and opportunities of the CCL. Mr. Otterstrom reviewed the alignment and the connecting routes to the CCL. Mr. Otterstrom then reviewed the four service plan scenarios being considered with varying levels of service. The levels of service directly feed into the system operating costs and the finance plan. Mr. Otterstrom explained that the operating costs for an electric vehicle are less than other vehicles. Mr. Otterstrom stated the service plan should not be less than 21,000 hours as the community is expecting more. Mr. Twohig asked for clarification of the service plan summary table.

Ms. Meyer asked the committee how many hours should the CCL operate. Ms. Brown asked if there is data on transfers for users and those people without cars, the people that are going to school and catching other buses. Ms. Waldref agreed with Ms. Brown and liked Scenarios 1 & 4, and may like 4 more because of the shorter peak frequency. Mr. Otterstrom stated the team will bring visuals to the next meeting to help further explain the transit terminology and the differences in the scenarios.

Mr. Twohig asked if the team has looked at 15 minute service all day. Mr. Otterstrom stated Scenario 3 is almost that but the team can look at that. That level of service would be less hours than Scenario 1.

Mr. Richards asked what was budgeted in the planning phase. Ms. Meyer stated Scenario 1 was assumed. Mr. Richards agreed with more service during the peak periods and extended hours for the night time crowd.

Kathy Fritchie asked if the 18 hours of service goes late into the night and like the late service for the service industry.

Mr. Pollard stated he heard two concerns that have a lot of merit which are going downtown in the evening hours and employees who work downtown late at night. Also, higher education being served, those sectors need to be served. Mr. Otterstrom stated students are currently served in the later hours but the CCL will have additional frequency and will extend later into the night. Mr. Otterstrom stated the STA Moving Forward plan adds additional system wide service too.

## **8. LAND USE/ECONOMIC DEVELOPMENT WORKING GROUP UPDATE**

Catherine Ciarlo explained the team has prepared a presentation that helps to sell the CCL project and that the Committee can use at meetings they attend. Ryan Farncomb gave a summary of slides in the presentation. Ms. Ciarlo continued to give a summary on slides.

Ms. Waldref said the team should consider art as part of the project.

Ms. Ciarlo continued discussion about the student population importance Ms. Brown had discussed. Another goal of the presentation is to further discuss the momentum of the development throughout the corridor.

Mr. Farncomb continued reviewing the final slides in the presentation. Ms. Waldref asked if the Centennial Trail could be added to the map in the slide.

## **9. OUTREACH STRATEGIES**

Ms. Ciarlo explained the outreach strategies the team is working on to gather support for the project that include letters of support.

Ms. Gardner thanked Mr. Farncomb and Andrew Warlock for their support and efforts in the Chief Garry Neighborhood planning process.

## **10. NEXT MEETING TARGET**

Ms. Waldref stated the next meeting would be held in January and asked if the presentation could be sent out to the committee members. Ms. Ciarlo said it can be provided. Mr. Skillingstad stated the next three meetings will be held after the STA Board meetings. Mr. Otterstrom stated staff will be sending out a Doodle poll.

## **11. ADJOURN**

Chair Waldref adjourned the meeting at 2:30 p.m.

Respectfully Submitted,

Karl Otterstrom, Director of Planning  
Steering Committee Secretary