

Spokane Transit Authority
1229 West Boone Avenue
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(509) 325-6000

SPECIAL CITIZEN ADVISORY COMMITTEE

Minutes of the March 8, 2006, Meeting
Spokane Transit Authority, Southside Conference Room
1229 W. Boone Ave., Spokane, Washington

MEMBERS PRESENT

Robert Faltermeyer, Chair
Barbara Bumann
Margaret Jones
Dean Lynch
Brenda Smits
Kathleen Stevens
David Swalling
Fred Van Guilder

STAFF PRESENT

Steve Blaska, Director of Operations
Susan Millbank, Community Ombudsman
Molly Myers, Communications Manager
K.C. Traver, Light Rail Project Manager
Lesley Sutton, Executive Assistant
Geraldyn Garberg, Clerk of Authority
Laura McAloon, Legal Counsel

MEMBERS ABSENT

Maria Bradford
Sean Hoagland
Erik Llewellyn

GUESTS

Brian A. Sayrs, STA Board Chair
Council Member Dick Denenny/STA Board/Spokane Valley
Council Member Rich Munson/STA Board/Spokane Valley
Council Member Brad Stark/STA Board/Spokane

PUBLIC

None

1. **CALL TO ORDER AND INTRODUCTIONS**

The meeting was brought to order by Chairman Bob Faltermeyer at 5:03 p.m. Introductions were made. Due to a lack of a quorum, the Special Board meeting did not occur.

2. **JOINT WORKSHOP WITH STA BOARD OF DIRECTORS AND THE CITIZEN ADVISORY COMMITTEE**

Mr. Faltermeyer asked that the Committee to address item 5 of the agenda first, while waiting for additional Board members to arrive.

Mr. Swalling arrived at 5:08 p.m.

3. **ADJOURN STA SPECIAL BOARD MEETING**

N/A

4. **CONTINUE SPECIAL CITIZEN ADVISORY MEETING**

5. **GENERAL BUSINESS**

Mr. Stark arrived at 5:10 p.m.

a) **Minutes of February 8, 2006**

Mr. Faltermeyer asked the Committee to address the meeting minutes of February 8, 2006. **The minutes of February 8, 2006, were reviewed. No suggestions or corrections were made by the Committee; the minutes stand approved.**

b) **Public Expressions**

None.

Ms. Smits arrived at 5:15 p.m.

ITEM 2:

Mr. Faltermeyer asked for any additional discussion or expressions from the CAC members regarding suggested changes to the CAC Charter. Ms. Millbank reported the proposed changes including:

- Change the word “form” to “forum” under the fourth bullet point.
- The Charter needs to reflect how potential members are selected and set a rotation schedule for members.
- Article III need to be updated to reflect more than the first year for the CAC.
- Members of the Committee are not from membership based institutions although the membership does reflect the wide variety of STA customers – both users and non-users.

Ms. McAloon explained that according to the STA Bylaws, a term for any Committee member is a two-year term. The Board, in creating the CAC, adopted an exception to a STA Bylaws requirement that all Committee members must reside within the PTBA as a qualified elector (a registered voter). All Committee members are elected to two-year terms and appointments are made on a staggered basis. Since the CAC was a pilot program, that was not implemented in the beginning, but was just reaffirmed by the Board with a 1-year term. The Board could take action this year to take half of the Committee members and appoint them for a two-year term now for 2006-2007, and then the other half of the Committee would come up for reappointment in December of this year for 2007-2008. **Mr. Faltermeyer indicated he would poll the CAC for those interested in serving a two-year term.**

There is not currently a selection process in place for replacing committee membership. Ms. Millbank pointed out that the CAC Charter indicates that the members need to reflect a list of various attributes. **Ms. McAloon stated that there has to be an application process that the Charter calls for where either the CAC or a sub-committee thereof would review new applications. That group would then forward their recommendation for membership at the end of each year. The Committee agreed that would be a good process.** Mr. Stark reminded the CAC that one of the original intentions of the Board, when this Committee was first established, was to reach out to specific areas such as churches, rotaries, and other clubs and garner their feedback. The CAC could also go to those groups and report CAC activities. **A discussion ensued on selecting CAC members based on membership-based representation. No final decision was made at this time. It was suggested that space be included on the CAC application for new applicants to list organizations with which they are affiliated. Ms. Millbank will distribute a copy of the current application for the Committee’s review.**

Ms. Millbank reminded the Committee about upcoming projects that staff is currently working on including the Transit Development Plan (TDP), the Comprehensive Transit Plan (CTP), and the Communication Plan. Mr. Denenny stated that when the Board decided to form this Committee, they were reaching for some way to get feedback from the community, that wasn’t someone giving a 3-minute report at a Board meeting, or reading a letter to the editor. How do we get the input from the public as to what strikes them as absolutely wrong or the wrong direction or what is going right? How do we get a “pulse” on the community? What kinds of tasks could the CAC come up with to capture this? It could be something like holding four separate community meetings at various locations. Some sort of mechanism is needed to help gather input at the CAC level versus at the Board level. Mr. Van Guilder indicated that the CAC would be interested in participating in the proposed 2006 Goals & Objectives, the Community & Rider Surveys along with the Communications Plan, and the 2006 Measurable Outcomes. The Committee is inviting the public to their April 12, 2006, meeting for comment on the TDP. Mr. Says indicated that it might be better to find a way to go out to other areas to solicit feedback. For example, is feedback from the twenty-seven Spokane neighborhoods being brought back to this Committee for consideration? Mr. Faltermeyer stated that the public could benefit from more education on the value of public transportation. Mr. Blaska provided examples of the kinds of tasks that could be “taken on” by the CAC including participation in the following:

Assessment of STA fare policy/structure:

Should we have a higher fare box return? Should we demand more of STA riders to pay for a greater percentage of each trip at the cost of ridership? Are we in the spectrum where the fare is lower with a lower percentage return, but you have increased your ridership, which increases the number of people that are able to access the system? If we raise the fare to \$1.25, the CAC could communicate the sense the community has about that.

Mr. Stark departed at 5:50 p.m.

Comprehensive Transit Plan (CTP):

Where do we put new service? Is there some fundamental question on geographic coverage or do we just reinforce the highly productive routes, or do we spend more money, accept a lower ridership threshold, but expand the geographic coverage.

Operating Performance Measurements:

Are we measuring the right thing? Do we just provide the very basic service at the cheapest cost or invest in some customer amenities in order to increase ridership or to provide a higher quality service, which will cost more money?

What are some of the other philosophies in the community and will that impact STA policy?

Mr. Sayrs, Mr. Denenny, and Mr. Munson departed at 6:04 p.m.

6. UPDATE FROM FEBRUARY 16, 2006, BOARD MEETING

Mr. Van Guilder reported that he discussed the relationship of the Citizen Advisory Committee (CAC) to the Board of Directors and that the Charter needed to be revised. Due to some past difficulty with the designated CAC reporter making their reports on time, there was discussion on how to better fit the CAC report on the Board agendas.

7. CITIZEN ADVISORY COMMITTEE – NEXT STEPS

a) Draft Charter – Discussion and Recommendation

Copies of the current CAC Charter were provided to the Committee and Board members for their information. **Mr. Faltermeyer asked Ms. Millbank to incorporate the suggested changes into a draft and distribute to the Committee for review at the next meeting.** Mr. Lynch pointed out the 4th bullet on the third page, “The members of the CAC serve in a voluntary role and without compensation.” He noted that the CAC does receive some compensation. Ms. Millbank stated that technically, the Committee has not been compensated, but travel expenses are covered. There was discussion about re-wording that part.

8. NEXT STEPS FOR CAC

Mr. Swalling noted that it was up to the CAC to come up with specific tasks to “take on” as a Committee.

Ms. Millbank said that Ms. Myers would like to present the Communications Plan at the next meeting.

9. OLD BUSINESS

a) Draft 2007-2013 STA Transit Development Plan (TDP)

Mr. Blaska distributed a few copies of the Draft TDP. He noted that a public hearing on the TDP will be held at the March 16, 2006, Board meeting. The Committee developed a list of groups they would like to invite to the April 12, 2006, meeting for public comment on the TDP. The Committee asked how they would advertise for the April 12th meeting. Mr. Blaska responded that it would be handled the way that town hall meetings are advertised including advertising on the website.

Mr. Blaska provided an overview on some of the issues that could cause discussion within the TDP including a decision on using downtown trolley vehicles, expansion of the Vanpool Program, and expansion of fixed route service. **Mr. Blaska would like to distribute the performance measures that go with the goals and objectives that were distributed at the last meeting to see if the right measures were selected.**

A discussion ensued on alternative fuels including bio-diesel.

Mr. Faltermeyer asked if the Committee’s suggestions on the Comprehensive Transit Plan were forwarded to the Board. Mr. Blaska said that they were forwarded and considered by the Board.

10. COMMITTEE MEMBERS’ DISCUSSIONS

a) Committee Member Expressions

Ms. Bumann applauded Chairman Faltermeyer’s efforts as Chair.

Due to the resignation of some CAC members, Mr. Lynch recommended that the CAC application be reviewed soon so that the process can be started for including new members.

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b) Update on Newspaper Articles

There was discussion regarding the article titled "*Light rail family unfriendly*" that appeared in the February 17, 2006, *Spokesman Review*.

11. SET AGENDA FOR NEXT MEETING

Agenda items discussed earlier in the meeting included a presentation on the Communications Plan, public comment on the TDP, and a review of the suggested Charter revisions.

a) Next meeting: April 12, 2006, at 5:00 p.m., at STA, 1230 W. Boone Ave., Northside Conference Room

12. ADJOURN

There being no further business to come before the Committee, the meeting was adjourned at approximately 7:10 p.m.

Respectfully submitted,

Lesley Sutton
Light Rail Executive Assistant