

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

CITIZEN ADVISORY COMMITTEE

Minutes of the July 11, 2007, Meeting
Northside Conference Room

MEMBERS PRESENT

Robert Faltermeyer, Chair
Margaret Jones
Dean Lynch
Brenda Smits
David Swalling

STAFF PRESENT

Steve Blaska, Director of Operations
Naomi Dunning, Executive Assistant

MEMBERS ABSENT

Barbara Bumann
Fred Van Guilder
Kathleen Stevens

GUESTS

None

1. CALL TO ORDER AND INTRODUCTIONS (R. Faltermeyer)

Chairman Robert Faltermeyer called the meeting to order at 5:03 p.m.

2. MINUTES OF MAY 9, 2007 AND MAY 23, 2007 CITIZEN ADVISORY COMMITTEE – CORRECTIONS OR APPROVAL

Mr. Faltermeyer asked the Committee to address the meeting minutes of May 9, 2007, and May 23, 2007.

The minutes were reviewed and approved by consensus.

3. CAC MEMBER APPLICATIONS

A brief discussion took place regarding the status of the application process for the prospective new members of the CAC. Committee members inquired as to whether their recommended candidates had been contacted. Ms. Dunning offered to research the current status of applications received and shared that letters signed by both E. Susan Meyer, CEO, and Robert Faltermeyer, CAC Chairman, with an enclosure of STA CAC Application, are scheduled to be mailed out by the end of the week (July 13, 2007) to all prospective candidates.

4. DISCUSSION OF SELECTED PROJECT; TARIFF POLICY

Steve Blaska, Director of Operations, began the meeting by discussing the outline of the Tariff Policy Project and referred to the new resource notebook provided to each Committee Member via courier the previous week.

Regarding process, Mr. Blaska recommended that the first step is to report to the STA Board of Directors, and provide a general outline/direction of the project, including strategic statements, philosophy, etc. A public comment process should follow, and based on comments received, these may be integrated into the draft, thereby making a final recommendation.

Mr. Blaska noted that due to sensitivity with fare structure changes and their impact on ridership, individual's budgets, etc., it would be beneficial to have a six month time frame

from actual approval of the new fare structure to implementation. In general, the more notice provided about the upcoming change, the less negative impact there is on customers and the agency.

The basic presentation order to the Board is recommended as follows:

1. General Philosophy
2. Draft Recommendation
3. Final Recommendation

A general outline is provided by Mr. Blaska in the front of the Tariff Policy binder. Mr. Blaska suggested that there is likely to be some extra time built in to the timeline, and also recommended to work backwards from the target date in order to ensure timely completion of the tasks and project. It was also suggested to utilize this session to set the calendar for the project. Mr. Blaska continued by stating that he views his role as being a provider of resources to the Committee, answer questions, and help negotiate the Board process. He discussed an array of resources that are available to the committee for their consideration, such as bringing in a new farebox for the Committee to see; inviting a Coach Operator to interview; scheduling public outreach sessions; acquisition of other transit agencies fare policies/fare structures, and so on.

Additional, broad discussion continued between Mr. Blaska and Committee Members with regard to the fare boxes, fare structure (flat rate vs. differential), prospective new transaction formats for passes and Smart Cards; sales tax reauthorization; sunset clause; public opinions; public hearings (structure); express routes; advertising/promotion; and service areas for both Fixed Route and Paratransit.

A planning calendar for the Tariff Policy Project was determined by the CAC as follows:

September – October 2007: Plan/Philosophy Development

November 2007: Philosophy Presentation to the Board

December 2007 – July 2008: Public Hearings

September 2008: Draft Presentation to the Board/Public Hearing

October 2008: Submit Final Recommendation to the Board for Decision

April 2009: Implementation

Chairman Faltermeyer requested the following from staff:

- Examples of other transit agencies strategies/philosophy/fare structure.
- 2005 fare box return from other agencies and Spokane Transit.
- Express route vs. Fixed Route vs. single occupancy vehicle cost comparison.

5. GENERAL BUSINESS

a) Public Expressions

Chairman Faltermeyer reported that Committee Member, Sean Hoagland, has submitted a letter of resignation to the CAC, effective July 11, 2007.

Ms. Smits asked Chairman Faltermeyer about his plans to continue as Chairman, and his position on another Committee Member assuming the duty as Chairperson. Mr. Faltermeyer submitted that he would be interested in having someone else taking the role as Chairperson. A brief discussion took place among the Committee Members. It was concluded that due to time availability and scheduling conflicts, no one is currently available to act as Chair. Mr. Lynch did offer that he may be willing to consider a "Co-Chair" type role, if in the event there was another Committee Member available to do the same.

5. SET AGENDA FOR NEXT MEETING

- a) The next meeting is set for September 12, 2007 and will entail discussions regarding Fare Structures and Fare Policies from other transit agencies, in addition to a final discussion and recommendation to the Board for new CAC members.

6. ADJOURN

With there being no further business to come before the Committee, the meeting was adjourned at 6:51 p.m.

Respectfully submitted,

Naomi Dunning
Executive Assistant