

CITIZEN ADVISORY COMMITTEE MEETING

Meeting Minutes for March 9, 2011

Southside Conference Room

MEMBERS PRESENT

Susanne Croft
Resa Hayes
Charles Hansen
Ted Horobiowski
Dean Lynch
Fran Papenleur
Philip Rudy
Brenda Smits, Chair

STAFF PRESENT

Steve Blaska, Director of Operations
Charlie Phillips, Maintenance Analyst

GUESTS PRESENT

None

MEMBERS ABSENT

Fyrne Bemiller
Will Flanigan
Victor Frazier
Margaret Jones
Larry Luton

1. CALL TO ORDER AND ROLL CALL

Ms. Smits called the meeting to order at 5:05 p.m. and conducted roll call.

2. MINUTES OF THE CITIZEN ADVISORY COMMITTEE - Corrections or Approval

a.) Ms. Smits asked the Committee to address the meeting minutes of February 9, 2011.

The Committee approved the minutes as written by consensus.

3. PUBLIC EXPRESSIONS

Ms. Hayes announced a fundraiser for People First of Washington. The Rockin' Bowl-a-Thon is scheduled for May 14, 2011 at Valley Bowl. Tickets are \$15 per person and include shoes, food, and a prize. Please contact Ms. Hayes for further details or to purchase a ticket.

4. SEPTEMBER 2011 SERVICE REDUCTION FOLLOW-UP

On behalf of Mr. Otterstrom, Director of Planning, Mr. Blaska provided an update following the public hearing held at the Board meeting in February. The final recommendation presentation regarding the September 2011 Service Reduction was shown. Mr. Blaska outlined the service reduction requirement as phase two of a three-phase service reduction strategy to align expenses with resources and referenced that the 2011 budget assumes a seven percent reduction in Fixed-Route bus service beginning September 18, 2011. The estimated decrease in forecasted sales tax revenue between 2007 and 2015 is \$97.3M. Mr. Blaska reminded that sales tax revenue provides two thirds of STA's funding. The timeline for the preliminary proposal, draft recommendation, final recommendation and the service changes were reviewed in addition an overview of the planning process. A public hearing was held on February 16, 2011 with over forty speakers. Other comments were received by letter, phone, and comment cards. Staff will recommend to the Board, at their next meeting on March 16, 2011, to approve the final recommendation of the September 2011 Service Reductions. *For ease of reference, please refer to the attached presentation.*

5. SUSTAINABILITY PROJECT

a.) Program Development

In an effort to have the Sustainability Program developed by July for a presentation to the Board at their September 21, 2011 meeting, the Committee held a work session discussing principles, policies, and strategies.

Ms. Smits referenced and read aloud from the February 2011 packet and reminded the Committee about following the Comprehensive Plan format for the principles, policies, and strategies. "The principles are not intended to be policies. They provide necessary concepts, background information, and the philosophical foundation for decision makers, customers, and others interested in transit. The principles are broad in scope, shape the policies and connect strategies, and are unchanging. The policies are derived from the principles associated with an element, and define more specifically the guidelines decision makers should follow to guide the agency toward continued improvement. The policies are more specific, shaped by principles, and adaptable over time. The strategies are developed from principles and policies and are specific ways in which STA can go beyond current practice. Whether it calls for a policy review, a strategic system plan, or a list of technological tools to pursue, each strategy aims to continue connecting people with place throughout the Spokane region. Strategies are specific and implementable, shaped by principles and policies, and are able to change to reflect needs and opportunities".

Mr. Horobiowski said just because something is unchanging does not mean it cannot be revisited.

Mr. Blaska suggested equating a principle with a doctrine.

Ms. Smits suggested beginning with the outline of the principles, policies, and strategies.

In order to assist the Committee with their work session, Mr. Blaska suggested brainstorming the ideas for each of the three categories and then revisit and sort through the list at a later meeting. Copies of the Comprehensive Plan were provided to see examples of principles and policies for other parts of STA. Also provided for strategy concepts was the Sustainability recommendation made by the Committee to the Board in October, 2010.

The Committee developed outlines of the principles, policies, and strategies for the STA Sustainability Program. The outlines developed will be published in the April 13, 2011 meeting packet.

Ms. Smits said the next meeting will consist of review and finalization of the outlines.

Mr. Blaska suggested reviewing the Mayor's Sustainability Task Force item as a good source for strategies.

6. GENERAL BUSINESS

Ms. Smits announced that Mrs. Jones will not be in attendance until June, 2011.

7. SET AGENDA FOR NEXT MEETING

The next meeting will be Wednesday, April 13, 2011 – 5:00 p.m. (Regular Meeting) – Spokane Transit, Southside Conference Room.

8. ADJOURN

With there being no further business to come before the Committee, the meeting was adjourned at 7:00 p.m.

Respectfully submitted,

Naomi Zantello
Executive Assistant