

**CITIZEN ADVISORY COMMITTEE MEETING**

Meeting Minutes for May 12, 2010

Southside Conference Room

**MEMBERS PRESENT**

Fyrne Bemiller  
Susanne Croft  
Will Flanigan  
Victor Frazier  
Charles Hansen  
Resa Hayes  
Ted Horobiowski  
Dean Lynch  
Fran Papenleur  
Greg Ridgley

**STAFF PRESENT**

Steve Blaska, Director of Operations  
Karl Otterstrom, Director of Planning

**GUESTS PRESENT**

None

**MEMBERS ABSENT**

Margaret Jones  
Larry Luton  
Brenda Smits, Chair

**1. CALL TO ORDER AND ROLL CALL**

In Chairman Smits' absence, Committee Member, Victor Frazier called the meeting to order at 5:00 p.m. and conducted roll call.

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

a.) Mr. Frazier asked the Committee to address the meeting minutes of April 14, 2010.

Mr. Horobiowski suggested the deletion of Mrs. Jones' name from the "Members Present" column, as she was absent from the April meeting.

**The Committee approved the minutes as amended, by consensus.**

**3. PUBLIC EXPRESSIONS**

Ms. Papenleur shared two instances where she observed members of both the Operations and Maintenance staff proactively solving issues in an extremely timely manner, without interruption to service of the riders.

Mr. Blaska thanked her for her positive comments.

Mr. Hansen provided copies of an article highlighting the first electric trolley.

Mr. Frazier said he heard a news report that ridership for Bloomsday had increased this year.

Mr. Blaska confirmed that Bloomsday ridership had increased by thirteen percent and twenty percent of runners rode the bus. There were approximately 10,000 roundtrips (20% of the racers). There was a special all day fare offered at \$1.25 in the form of a sticker that adhered to the racer's number.

Mr. Ridgley asked if Mrs. Jones is still a member of the Committee.

Mr. Frazier said that Mrs. Jones is indeed a member. She provided advance notice of her absence to staff and is likely to attend the June meeting.

**4. CONNECT SPOKANE: A COMPREHENSIVE PLAN FOR PUBLIC TRANSPORTATION**

Mr. Otterstrom noted that the Committee had received the preliminary draft of the Comprehensive Plan at the April meeting for their advance review.

Mr. Otterstrom explained the components of the plan elements as follows:

Principles – A solid foundation; Principles provide necessary concepts and background information. They are unchanging and shape STA’s policies.

Policies – On which to build; Policies build on principles and are the guidelines that decision-makers will use to lead the agency toward continued improvement. Policies are intended to adapt as STA evolves over time.

Connect Strategies – The Future of Public Transportation; Connect Strategies are specific projects that meet the criteria established by the principles and policies. Connect Strategies aim to improve connectivity between people and destinations within the region. They change as existing strategies are completed and new tactics are identified.

Mr. Otterstrom discussed the three major components of Connect Spokane: A Comprehensive Plan for Public Transportation as follows:

Part I - Background: Introduction and Goal of Plan; History; Regional Context.

Part II – Services: High Performance Transit Network; Fixed Route; Paratransit; Rideshare; System Integration.

Part III – Activities and Programs: System Infrastructure; Communications and Public Input; Fares and Other Revenues; Monitoring and Improvement; Regional Transportation and Land Use Coordination; Energy and Environment (this is the placeholder for the sustainability work to be done by the CAC).

Ms. Croft inquired about the intended adoption date for this document.

Mr. Otterstrom said he envisions the plan being adopted at the July Board meeting. The plan has been posted on the STA website for public review.

Mr. Blaska noted the CAC’s last project, the Tariff Policy and fare structure is included in the Comprehensive Plan, as will be the CAC’s work on the Sustainability Project.

Ms. Croft asked if this is the first comprehensive plan for Spokane Transit.

Mr. Otterstrom replied there was a plan created in the 1980’s, and again 1990’s, however the current draft of the Comprehensive Plan is the first of its kind for Spokane Transit.

Ms. Hayes asked Mr. Blaska if the changes to the Paratransit service have been determined for the September 2010 service reductions.

Mr. Blaska said there are two geographic areas, Glenrose and Northwest Terrace, where seventeen riders will be affected, only two of which are regular riders.

Mr. Otterstrom continued with his presentation and spoke about the Comprehensive Plan’s relationship to other plans such as: local comprehensive plans; other local transportation plans; metropolitan transportation plan; state transportation plan. He added STA wants to help implement as well as influence these plans.

Mr. Otterstrom showed a timeline for the Comprehensive Plan beginning with the Draft (introduce Connect Strategies 5/15/10); Public Comment (Introduce Draft for public comment (5/15/10); Public Comment Period (5/15/10 – 06/18/10); Board Workshop on Final Draft Development (6/30/10); Adoption (Request plan adoption 7/10). The next steps are to gather public input during the months of May and June, with revisions following public comments.

Mr. Otterstrom focused on the major types of High Performance Transit (HPT) Service, a specific component of the Comprehensive Plan. He added that the speed, access and frequency of transit service is critical and one type is not the total solution, rather, a balance is needed. The service is broken out by service type, frequency and purpose as follows:

Service Type	Frequency	Purpose
<b>BLUE LINES</b>	15-30 minute	Cover long distances quickly to connect major regional destinations.
<b>RED LINES</b>	10-15 minute	Offer direct service to major destinations within a metropolitan area.
<b>GREEN LINES</b>	6-15 minute	Support spontaneous travel, short trips and provide quick, easy access to other service types.

The HPT is a continuum of service types and modes such as streetcar, light rail, commuter rail, electric bus, electric trolley bus, bus rapid transit, and motor bus.

The preliminary High Performance Transit Network (HPTN) proposal is based on local comprehensive plans, multiple rounds of technical analysis and input. It provides a framework for decision-making on service reductions and investment, and is integral to communicating the application of the draft Comprehensive Plan.

## **5. SUSTAINABILITY PROJECT**

### **a.) Definition of Sustainability, Rationale & Framework for Program**

Mr. Frazier called the Committee's attention to page four of the April 14, 2010 meeting minutes in the packet and asked that the Committee take a few moments to review the three draft sustainability definitions developed at the April meeting as follows:

1. Sustainability at STA is about **meeting the present needs in ways that support or enhance our ability to meet the needs of future generations** through actions that maximize our economic, environmental, and social resiliency.
2. Sustainability at STA is about **ensuring STA's present and future viability in ways that support or enhance our ability to meet the needs of future generations** through actions that maximize our economic, environmental, and social resiliency.
3. Sustainability at STA is about **providing our services in ways that support or enhance our ability to meet the needs of future generations** through actions that maximize our economic, environmental, and social resiliency.

Mr. Blaska reminded that the verbatim discussion notes from the April 14, 2010 meeting were included in the May meeting packet, which also lists the three draft sustainability definitions developed at the April meeting.

Mr. Frazier asked Mr. Blaska for direction to determine the next steps of the process.

Mr. Blaska suggested for the Committee to finalize and agree upon one final definition of sustainability. He thought the Committee could also finalize the rationale behind the definition and answer the question "why" STA should have a sustainability program. He felt this question necessary to answer especially when presenting this information to the Board.

Mr. Blaska noted the CAC's invitation to the Board to attend the July CAC meeting has been postponed to September due to limited availability to attend. This will allow the Committee one extra month to develop the sustainability work prior to presentation and discussion with the Board members as well as optimal timing for increased attendance.

Mr. Blaska reverted back to the three draft sustainability definitions and read them aloud.

The Committee discussed at length at the various components of the three definitions and arrived at a recommended definition of sustainability as follows: *Sustainability at STA is about providing services in ways that optimize our ability to meet the needs of future generations through actions that balance the region's economic, environmental, and social well being.*

The Committee then brainstormed about the rationale and framework for a sustainability program. Mr. Blaska wrote all comments on the white board as a working reference. The discussion ensued and the Committee arrived at a recommended sustainability framework as follows: *The Triple Bottom Line, which adopts the concept that there are three predominate underpinnings to sustainability: 1. Economic; 2. Environment; 3. Social.*

**b.) "Parking Lot" of Future Items to Address**

*The "Parking Lot" is a recurring agenda item for the Committee's ongoing reference and discussion. It will house a list of future items and questions to revisit or address.*

Item #8, "Establish a Sustainability Framework" was removed. Two new items, "Formally identify/adopt the Triple Bottom Line framework", and "Internal vs. External Focus of program", were added to the list of Parking Lot items.

**6. GENERAL BUSINESS**

Ms. Hayes reminded the Committee that the public hearing for the proposed 2010 service changes will be held at the Board meeting on Wednesday, May 19, 2010 at 5:30 p.m. in the City Council Chambers.

The Committee requested verification of the STA 2010 Committee and Board Meeting schedule, including the schedule for televised Board meetings. Staff will provide this information in the June 9, 2010 meeting packet.

The Committee requested an update of the Acronyms and Definitions list to include the definition of the PTBA. Staff will provide this information in the June 9, 2010 meeting packet.

**7. SET AGENDA FOR NEXT MEETING**

Mr. Frazier suggested continuing the "rationale and framework" discussion and requested an update of the public comments received at the May Board meeting on the proposed 2010 service changes.

**The next meeting will be Wednesday, June 9, 2010 – 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 6:59 p.m.

Respectfully submitted,

Naomi Zantello  
Executive Assistant